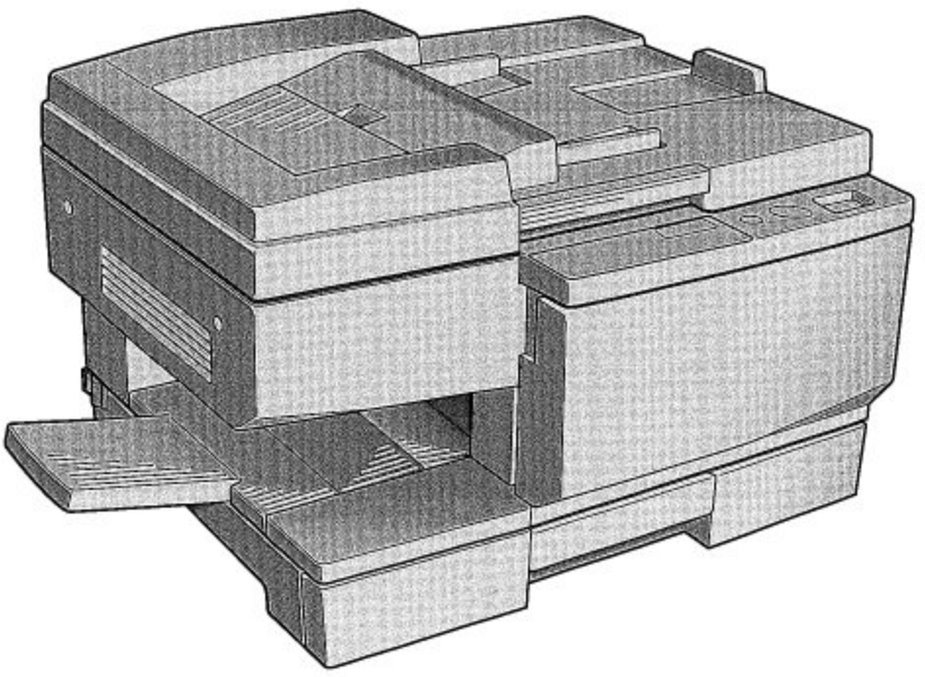
1160-7707-05

MINOLTA

EP1030/EP1030F

Operator's Manual



energy

CSPRO

1. Installing the Copier

Installation Site

To ensure utmost safety and prevent possible malfunctions of the copier, install it in a location which meets the following requirements.

- A place away from a curtain or the like that may catch fire and burn easily.
- An area where there is no possibility of being splashed with water or other types of liquid.
- An area free from direct sunlight.
- A place out of the direct air stream of an air conditioner, heater, or ventilator.
- A well-ventilated place.
- A dry place.
- A dust-free location.
- An area not subject to undue vibration.
- A stable and level location.
- A place where ammonia or other organic gas is not generated.
- A place which does not put the operator in the direct stream of exhaust from the copier.
- A place which is not near any kind of heating device.

Power Source

The power source voltage requirements are as follows.

- Use a power source with little voltage fluctuation.
  Voltage Fluctuation : Within ±10%, (+6%, -10% (Only AC127V))
  Frequency Fluctuation : Within ±0.3%

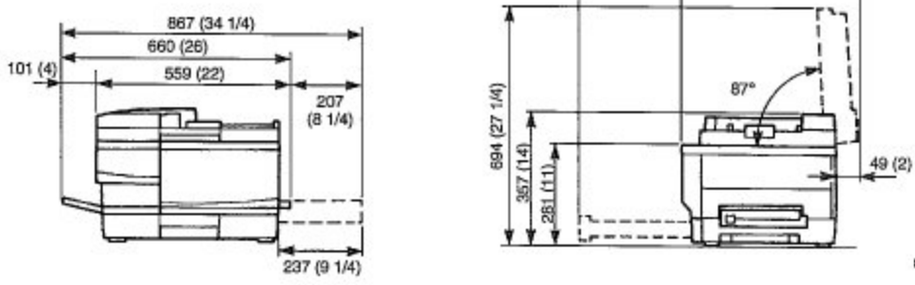
Space Requirements

To ensure easy copier operation, supply replacements and service maintenance, adhere to the recommended space requirements detailed below.

* Be sure to allow a clearance of 150mm (6 inch) or more at the back of the copier as there is a ventilation duct.

EP1030F (with Semi-automatic Document Handler)

Unit: mm (inch)



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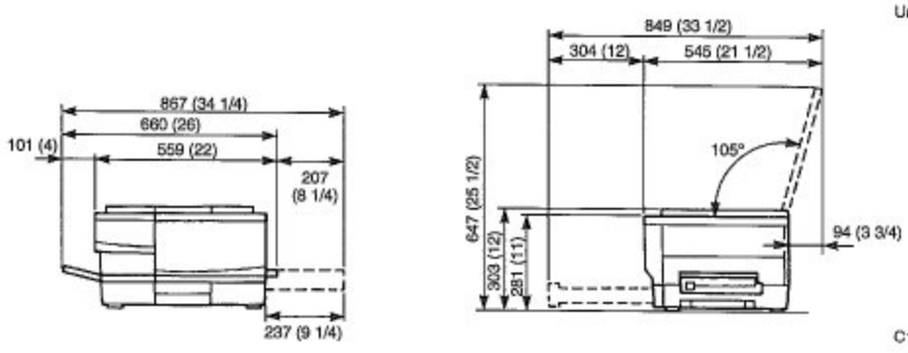
EP1030 (with Original Cover)

Unit: mm (inch)



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2. Precautions for Use

Operating Environment

The operating environmental requirements for the copier are as follows.

Temperature	:	10°C to 30°C (50°F to 86°F) with a fluctuation of 10°C (50°F) per hour.
Humidity	:	15% to 85% with a fluctuation of 20% per hour.

Using the Copier Properly

To ensure the optimum performance of the copier, follow the precautions listed below.

- ◆ NEVER place a heavy object on the copier or subject the copier to shocks.
- ◆ NEVER open any doors, or turn OFF the copier while the copier is making copies.
- ◆ NEVER bring any magnetized object or use flammable sprays near the copier.
- ◆ NEVER remodel the copier, as a fire or electrical shock could result.
- ◆ ALWAYS insert the power plug all the way into the outlet.
- ◆ ALWAYS make sure that the outlet is visible, clear of the copier or copier cabinet.
- ◆ ALWAYS provide good ventilation when making a large number of continuous copies.

NOTE

= Locate the Copier in a Well Ventilated Room =
A negligible amount of ozone is generated during normal operation of this copier. An unpleasant odor may, however, be created in poorly ventilated rooms during extensive copier operations. For a comfortable, healthy, and safe operating environment, it is recommended that the room be well ventilated.

REMARQUE

= Placer le copieur dans une pièce largement ventilée =
Une quantité d'ozone négligable est dégagée pendant le fonctionnement du copieur quand celui-ci est utilisé normalement. Cependant, une odeur désagréable peut être ressentie dans les pièces dont l'aération est insuffisante et lorsque une utilisation prolongée du copieur est effectuée. Pour avoir la certitude de travailler dans un environnement réunissant des conditions de confort, santé et de sécurité, il est préférable de bien aérer la pièce ou se trouve le copieur.

Moving

If you need to transport the copier over a long distance, consult your Technical Representative.

Care of Copier Supplies

Use the following precautions when handling the copier supplies (toner, paper, etc.)

- ◆ Store the paper, toner, and other supplies in a place free from direct sunlight and away from any heating apparatus. Keep them in a dry, clean environment.
- ◆ Store paper, which has been removed from its wrapper but not loaded into the drawer, in a sealed plastic bag in a cool, dark place.
- ◆ Keep supplies out of the reach of children.
- ◆ If your hands become soiled with toner, wash them with soap and water immediately.

2. Precautions for Use

Chapter 2

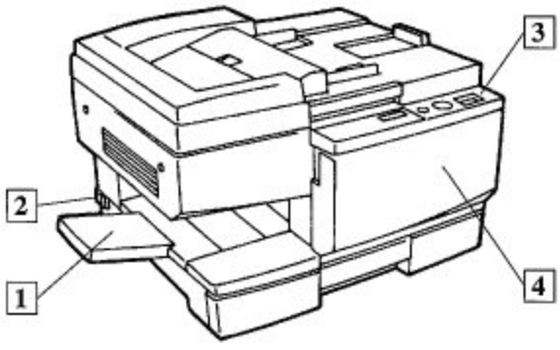
Before Making Copies

This chapter gives you a brief description of the system and preliminary information about the different parts of the system.

1. *Copier Parts and Their Operation* ..... p. 6
   - *Outside the Copier* ..... p. 6
   - *Inside the Copier* ..... p. 6
   - *Semi-automatic Document Handler (SDH)* ..... p. 7
2. *Control Panel and Its Operation* ..... p. 8
   - *Control Panel* ..... p. 8
   - *Service Indicators* ..... p. 8
3. *Turning ON/OFF and Initial Mode* ..... p. 9
   - *Turning ON and OFF* ..... p. 9
   - *When the Copier is Turned ON* ..... p. 9
   - *Initial Mode* ..... p. 9
4. *Convenient Functions* ..... p. 10
   - *Clear/Stop* ..... p. 10
   - *Auto Reset* ..... p. 10
   - *Auto Power Off* ..... p. 10

1. Copier Parts and Their Operation

Outside the Copier



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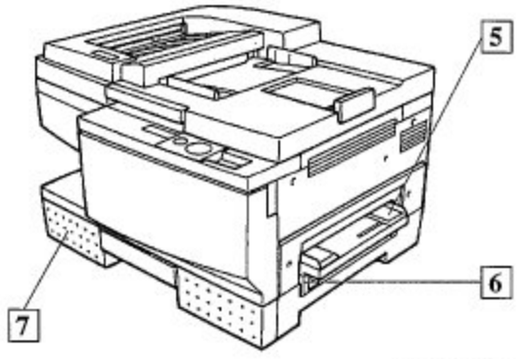

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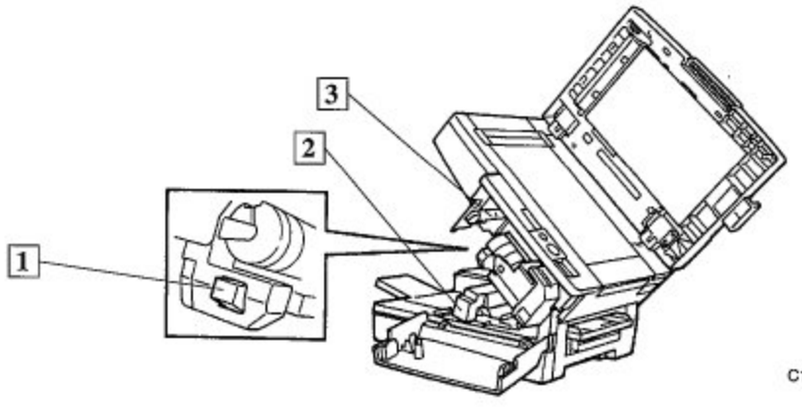
1	**Copy Tray**	: Holds the copies fed out of the copier.
2	**Main Switch**	: Use to turn on and off the copier. (See page 9.)
3	**Control Panel**	: Use to make various copy job settings and start a copy cycle. (See page 8.)
4	**Front Door**	: Open only for the following: • Replenish toner (See page 30.) • Remove a paper misfeed (See page 37.)
5	**Manual Bypass Tray**	: Single sheet of plain paper, thick paper, transparencies and other special materials can be placed here. (See page 17.)
6	**Right Door**	: Open to clear a paper misfeed.
7	**Drawer**	: Holds up to 250 sheets of copy paper.

Inside the Copier



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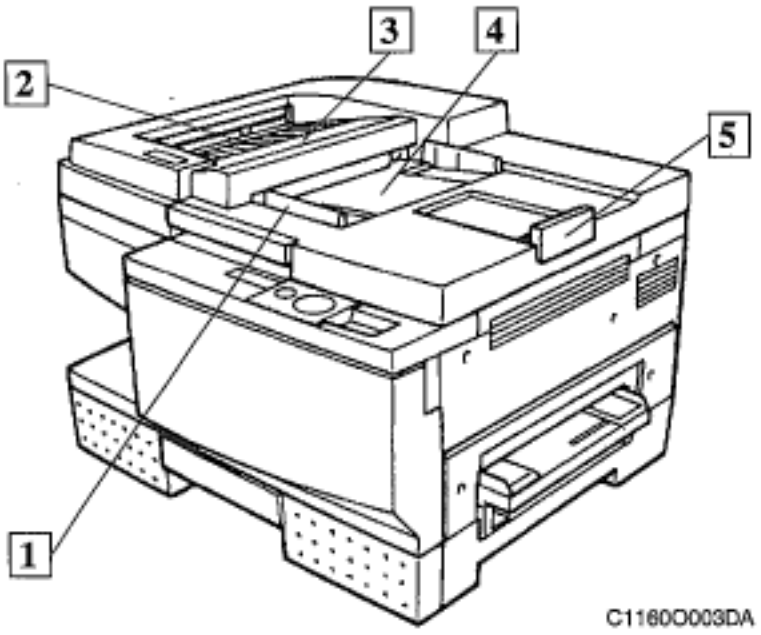
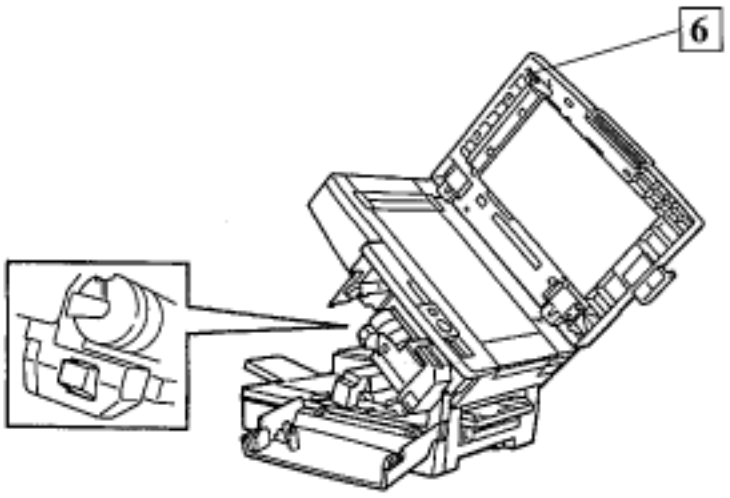
1	**Imaging Unit Lock Release Button**	: Use when removing the imaging unit. (See page 32.)
2	**Fusing Unit Cover**	: Hold onto this cover when lifting the Upper Unit of the Fusing Unit.
3	**Lock Release Lever**	: Turn clockwise to swing up the Upper Unit of the copier to clear a paper misfeed.

Semi-automatic Document Handler (SDH)



C1160O003DA



C1160O004DA

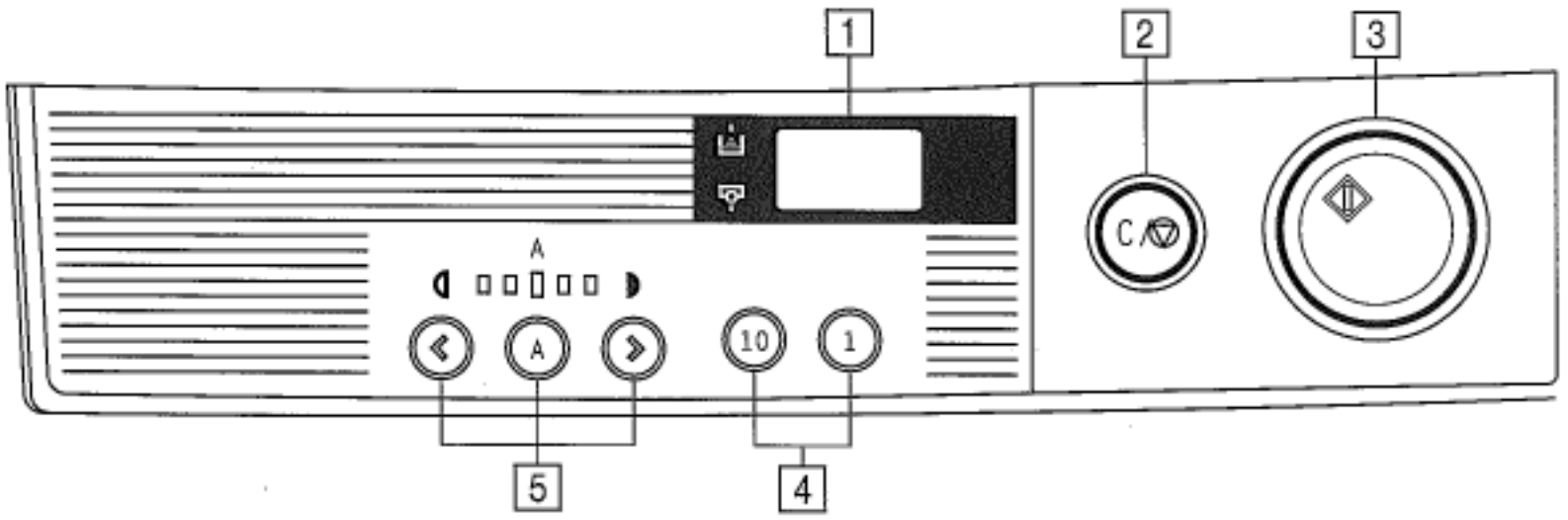
1	**Document Guide Plates**	: Adjust to the size of the original.
2	**Misfeed Removal Guide**	: Open to clear a paper misfeed.
3	**Document Exit Tray**	: Receives originals that are automatically ejected after copying.
4	**Document Feed Tray**	: Load the originals face down on this tray. (See page 14.)
5	**Document Feed Tray Extender**	: Can be pulled out when using large size originals.
6	**Misfeed Removal Knob**	: Turn to remove an original misfeed.

NOTE

EP1030 has an original cover.
EP1030F has an SDH for original handling.

2. Control Panel and Its Operation

Control Panel



C116OO005DA

1 Display Panel

- Alphanumeric display indicating the number of copies and other information. (See page 15.)

2 Clear/Stop Key

- Returns the copy setting to one (1). Stops the copying operation.

3 Start Key

- Starts the copying operation.

4 Copy Quantity Keys

- Used to set the number of copies to be made. The number in the display panel will increase by one each time the one (1) key is pressed and increase by ten each time the ten (10) key is pressed. (See page 15.)

5 Exposure Control Keys

- ◁▷: Controls the density of the copy image.
- Ⓐ : For selecting the Auto Exposure/Manual Exposure Mode. (See page 16.)

Service Indicators

1 Add Toner Indicator

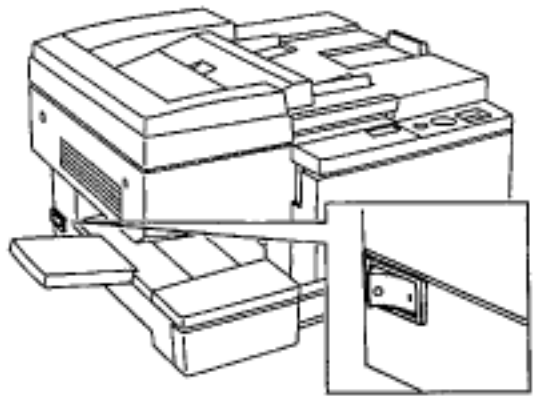
Indicates that toner is running out. (See page 30.)

2 Imaging Unit Indicator

Indicates when the imaging unit needs replacement. (See page 31.)

3. Turning ON/OFF and Initial Mode

Turning ON and OFF



C1159O010DA

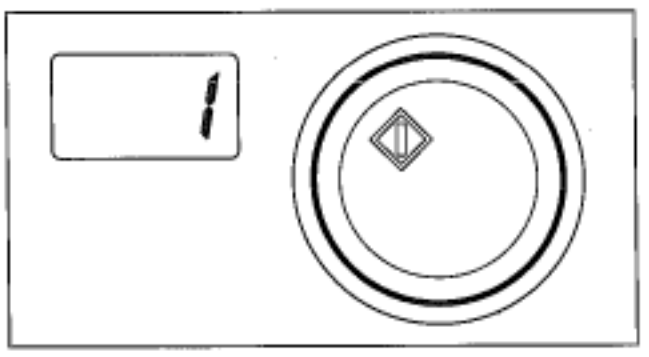
- Turning Copier ON
  Press the Main Switch to the | (ON) position.
- Turning Copier OFF.
  Press the Main Switch to the O (OFF) position.

NOTE

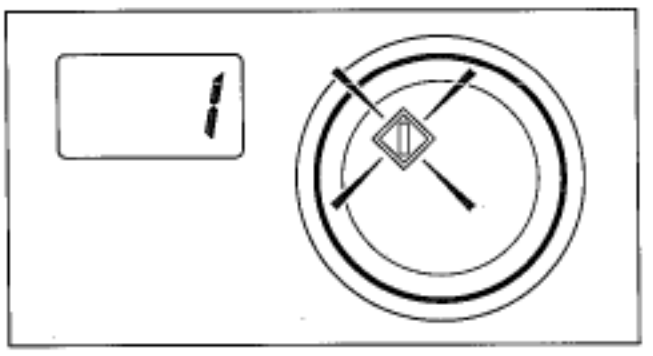
If the copier has not been used in the past 30 minutes, the Auto Power Off function turns the copier off.
(See page 10.)

When the Copier is Turned ON

The LED in the start key will remain off while the copier makes preparations for copying. After approximately 10 seconds, the LED in the start key will come on and copying can be started. At this time, if an original is placed in the Semi-automatic Document Handler (SDH), the copier will be set into SDH mode copying.



C1159O011DA



C1159O012DA

Initial Mode

The copy mode will be displayed on the control panel when the Main Switch is turned on. This is called the initial mode. This is the mode that forms the basis for all control operations.

◆Number of Copies: 1 ◆Copy Density: Auto Exposure

4. Convenient Functions

Clear /Stop

Pressing the Clear/Stop Key returns the copy quantity to its initial setting (1).

Useful Tips

- While using the Semi-automatic Document Handler (SDH mode), the copy quantity setting remains at "1".
- The density does not return to its initial setting when the Clear/Stop Key is pressed.

Auto Reset

One minute after the last copy has been made or any key has been operated, this function will clear all settings and restore the initial mode automatically.

Useful Tip

- The timing for this function can be set within a range from 30 seconds to four minutes. This setting can also be disabled. Refer to "User's Choice" on page 22.

Auto Power Off

In order to save energy, the copier will be automatically turned off after a preset period of time has passed since the last copy was made. The initial setting for this period of time is 30 minutes.

Useful Tip

- The timing for this function can be set within a range from 10 to 120 minutes. This setting can also be disabled. Please ask your service technician for details.

Chapter 3

Making Copies

This chapter explains how to make copies. By reading this chapter, you will be able to understand the operation of the copier and fully utilize its many functions.

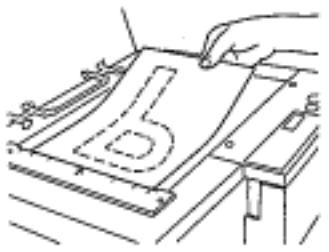
1. *Making Copies* ..... p. 12
2. *Positioning the Original* ..... p. 13
   - *Positioning on the Glass* ..... p. 13
     - *Paper Originals* ..... p. 13
     - *Transparent Originals* ..... p. 13
   - *Using the Semi-automatic Document Handler (SDH)* ..... p. 14
     - *Guidelines for Originals* ..... p. 14
     - *Positioning the Original* ..... p. 14
3. *Setting the Number of Copies* ..... p. 15
   - *Setting the Number of Copies* ..... p. 15
4. *Setting Image Density* ..... p. 16
   - *Setting Image Density* ..... p. 16
     - *Auto Exposure Mode* ..... p. 16
     - *Manual Exposure Mode* ..... p. 16
5. *Manual Bypass Copying* ..... p. 17
   - *Making a Single Copy* ..... p. 17
6. *Hints for Advanced Copying* ..... p. 18
   - *Two-Sided Copying* ..... p. 18
   - *Composite Copying* ..... p. 18

1. Making Copies

The basic copy made is one that is the same size (100%) as the original.

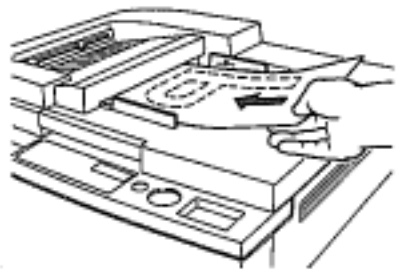
- In this procedure, the copy is positioned (Step 1), the number of copies is set (Step 3), the Start Key is pressed (Step 4) and a copy is made that has the same size of paper as the original.
  (* In the initial mode, auto exposure has already been selected.)
  The section shown by the arrow ⇢ shows how and when to make adjustments to the image density of the copy.

1. Position the original.
   Open the cover and place the original face down on the glass. (See page 13.)



C1159O013DA

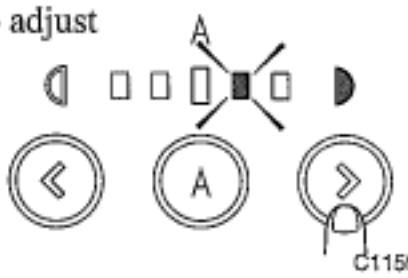
[Only for units equipped with the Semi-automatic Document Handler (SDH)]
Place the original in the SDH. (See page 14.)



C1159O014DA

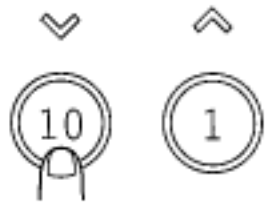
To change image density. ⇢

2. Use the Exposure Control Keys ◁ ▷ to adjust image density. (See page 16.)



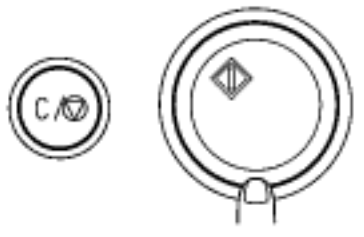
C1159O016DA

3. Set the number of copies to be made.
   Use the Copy Quantity keys to set the number of copies to be made. (See page 15.)
   * If the original has been placed in the Semi-automatic Document Handler (SDH), the display will automatically show the number "1".
   * To clear a wrong setting, press the Clear/Stop Key and then make the setting once again.



C1159O017DA

4. Press the Start Key.
   Press the start key and copying will begin.
   * Press the Clear/Stop Key to interrupt continuous copying. Copying will automatically stop.



C1159O018DA

2. Positioning the Original

Positioning on the Glass

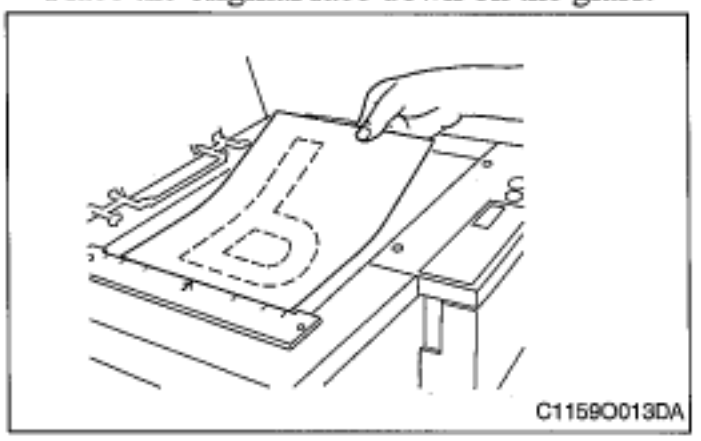
Different methods of positioning the original will be used, depending on its type.

Paper Originals

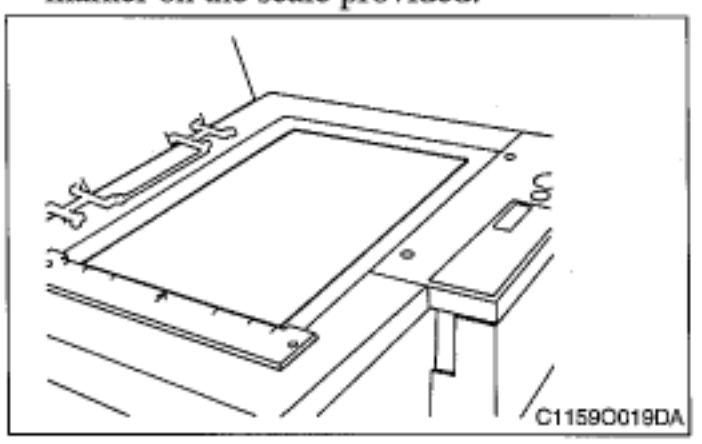
(The original is plain or thick paper.)

1 Raise the original cover.

2 Place the original face down on the glass.



3 Align the center of the original with the → marker on the scale provided.



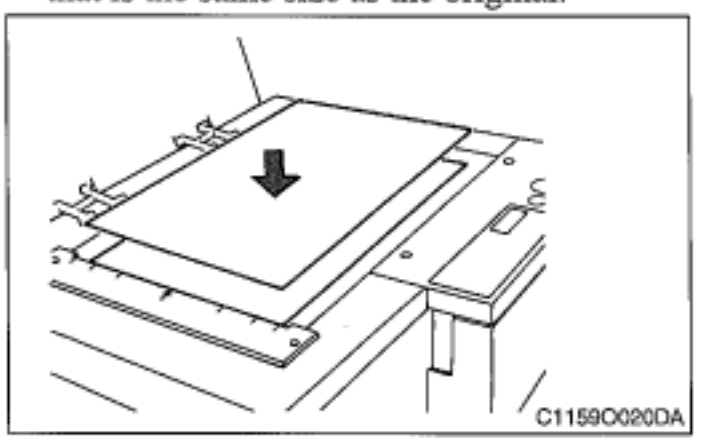
4 Gently lower the original cover.

Transparent Originals

(The original is a transparency or translucent paper.)

1 Place the original the same way as for a paper original.

2 Cover the original with a piece of paper that is the same size as the original.



3 Gently lower the original cover.

Using the Semi-automatic Document Handler (SDH)

Load the originals into the SDH . This device automatically feeds multiple originals to the copier one at a time so that continuous copying can be performed. In order to obtain the full potential of this device, use only originals that meet the following guidelines. Failure to do so will result in paper misfeed and damage to the original.

Guidelines for Originals

Proper Type and Size

Type: Plain paper 50 to 110 g/m², 13 to 29 lbs
Size: A5L to A4L, Invoice to Legal
Paper Tray Capacity: 50 sheets (Never exceed the ▼ mark indicating maximum capacity.)

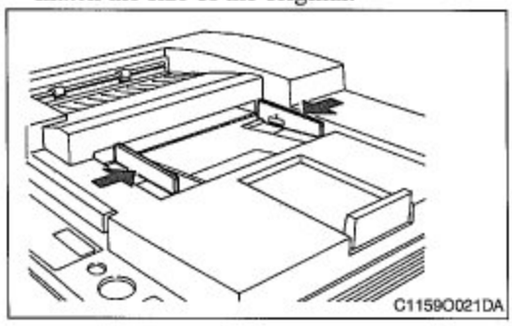
Proper Conditions

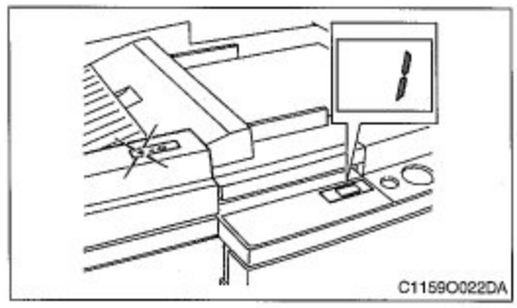
- Free of staples or other types of fasteners.
- Free of curls, tears, folds or other imperfections.
- Free of sections affixed by tape or glue.
- Free of processing, such as a carbon transfer coating.
- Transparencies are also not permitted.

Originals not meeting these guidelines should not be used in the SDH. They can be copied by placing on the glass.

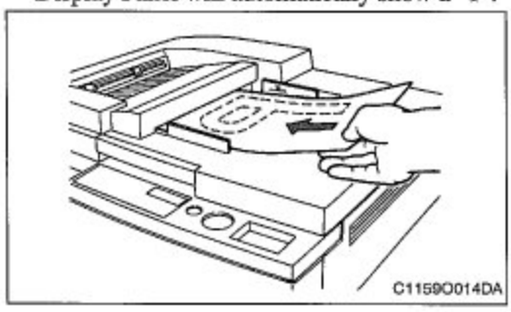
Positioning the Original

1 Adjust the Document Guide Plates to match the size of the original.


C1159O021DA


C1159O022DA

2 The original is placed faced down on the Document Feed Tray. The SDH indicator will come on indicating SDH mode and the Display Panel will automatically show a "1".

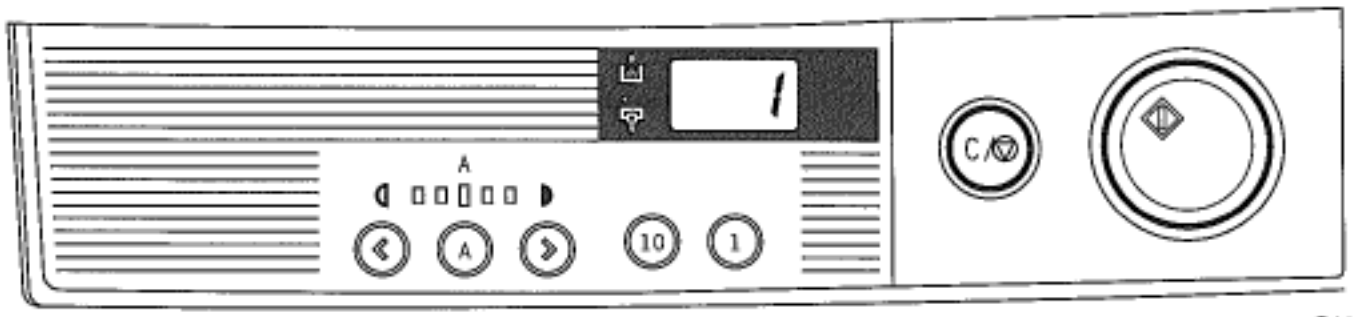

C1159O014DA

NOTE

- *Size and number of originals: A4 or Letter, up to 50 sheets.*
- *Never exceed the ▼ mark indicating maximum capacity.*
- *Always align the Guide Plates so that they touch the originals. Failure to do so may cause the originals to be fed into the copier at an angle.*

3. Setting the Number of Copies

Use the Copy Quantity Keys to input the number of copies desired. The number in the display panel will increase by one each time the one (1) key is pressed and increase by ten each time the ten (10) key is pressed.



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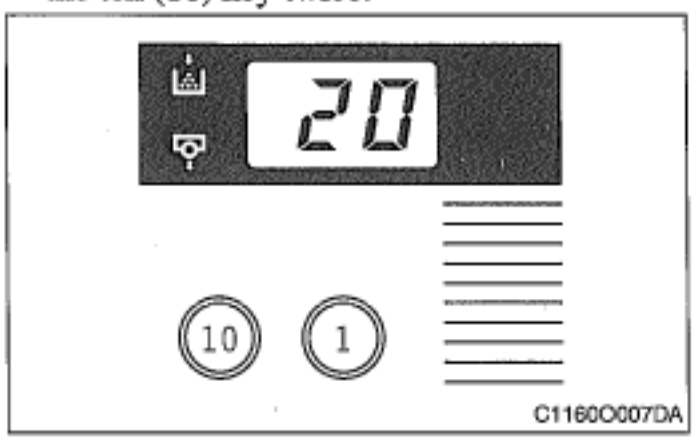
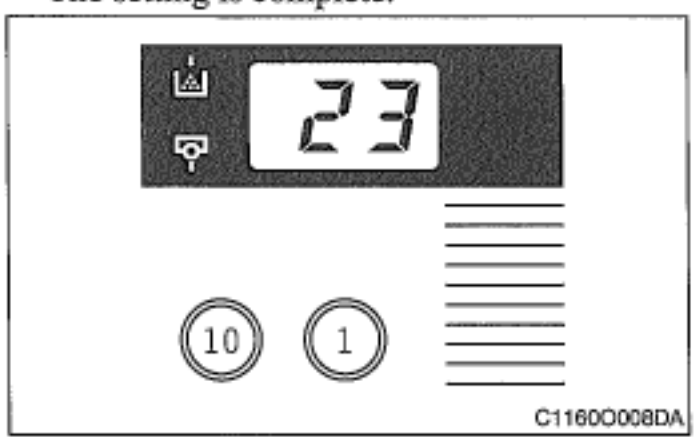
Setting the Number of Copies

1 (Example: 23 copies) To enter 23, press the ten (10) key twice.



C1160O007DA

2 Then press the one (1) key three times. The setting is complete.



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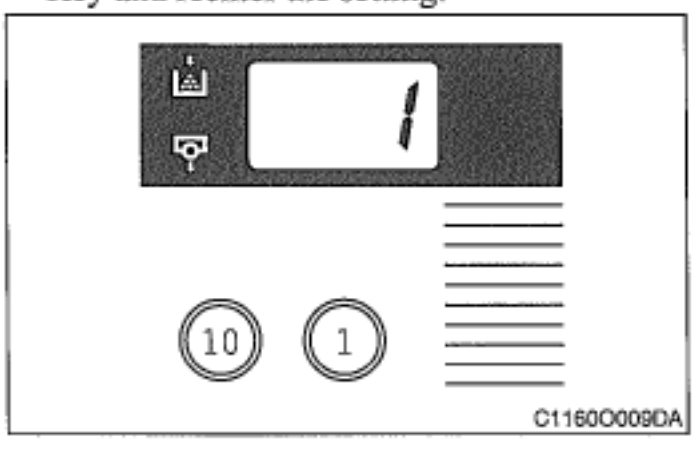
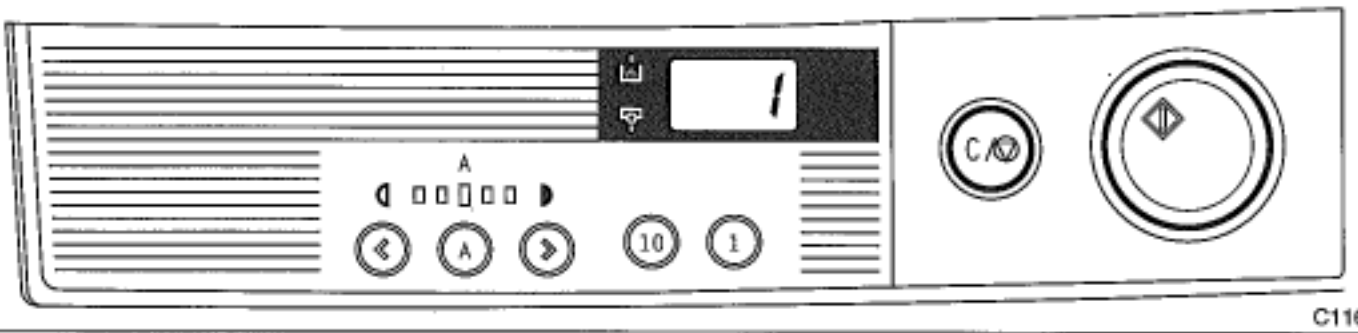
3 If an error is made, press the Clear/Stop Key and reenter the setting.



C1160O009DA

4. Setting Image Density

The Exposure Control Keys ◁ Ⓐ ▷ can be used to adjust the image density of the copy. Selection can be made between auto exposure mode and manual exposure mode to meet specific needs.

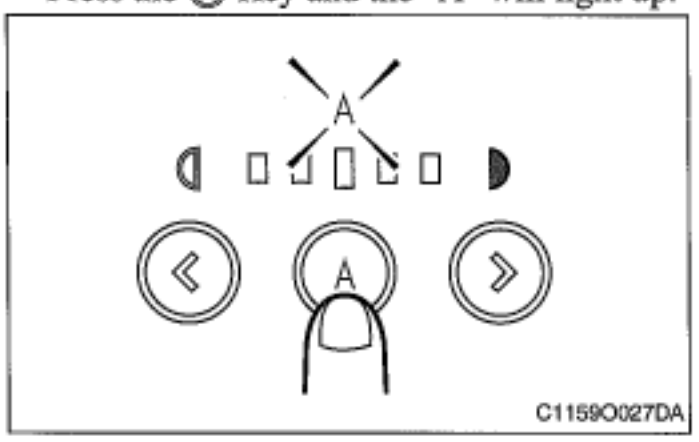


Setting Image Density

Auto Exposure Mode

The copier reads the image density of the original and automatically adjusts the exposure level for optimum copy image density.

1 Press the Ⓐ Key and the "A" will light up.



Each time the Ⓐ Key is pressed, it will switch between auto exposure mode and manual exposure mode.

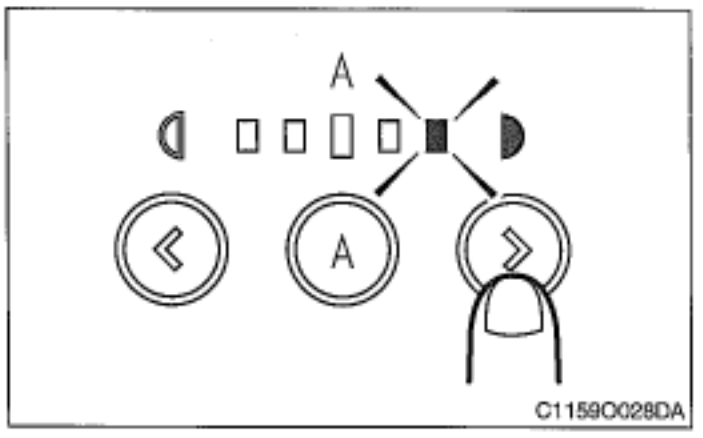
Useful Tips

- The auto exposure mode automatically sets the copier for the best copy image density.
- The initial setting is auto exposure mode.

Manual Exposure Mode

Image density can be manually set to any one of nine levels.

1 Press the ◁ ▷ keys to set the desired level.



For a darker copy

▷ Press this key and the image density will become darker.

For a lighter copy

◁ Press this key and the image density will become lighter.

5. Manual Bypass Copying

This function allows copying on special sizes and types of paper and transparencies which cannot be fed from the paper drawer.

Guidelines for Manual Bypass Paper

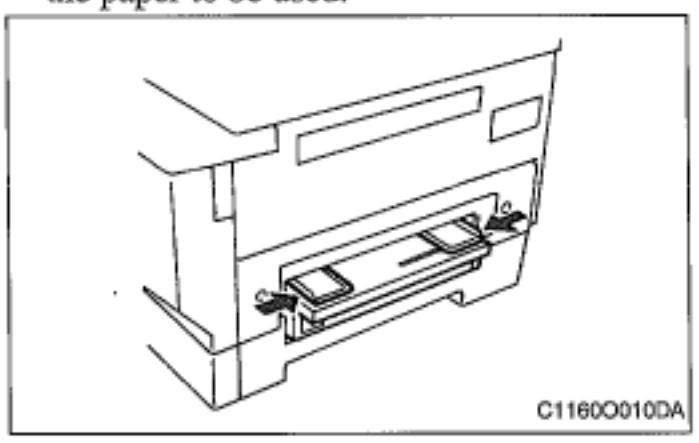
◆ Types
- Plain paper: Paper weight 60 to 90 g/m², 16 to 24 lbs
- Thick paper: Paper weight: 90 to 110 g/m², 24 to 29 lbs
- Transparencies, postcards

◆ Size
- Maximum size: Legal (215.9 mm × 355.6 mm)
- Minimum size: 3-3/4 × 5-1/2 inch (99 mm × 140 mm)

Making a Single Copy

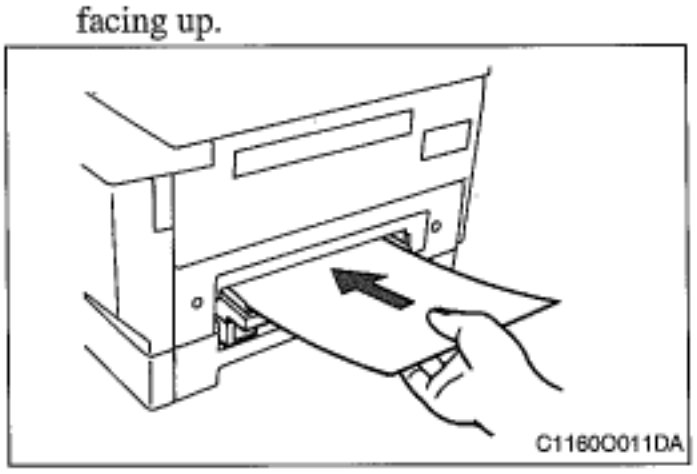
1 Position the original.

2 Adjust the paper guide plates to the size of the paper to be used.



3 With the surface to be copied facing upward, insert the paper into the Manual Bypass Tray until it stops. Copying will begin.

* The paper will be copied on the side facing up.



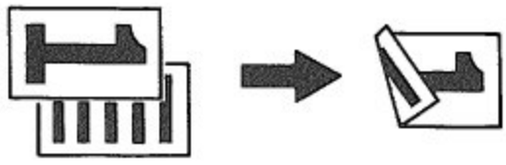
NOTE

- *Always straighten the curl in paper before using it. Always carry the paper in a way that will prevent it from curling or bending.*

6. Hints for Advanced Copying

By using the Manual Bypass function, two-sided and composite (overlay) copies can be made. The procedures are shown below.

Two-Sided Copy



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Composite Copy

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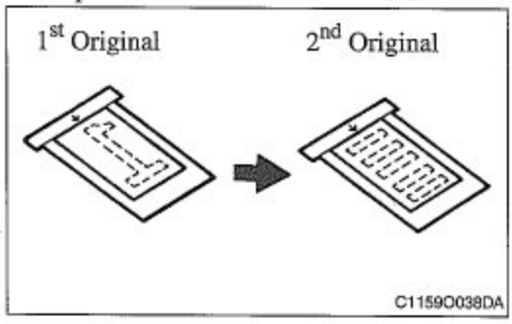
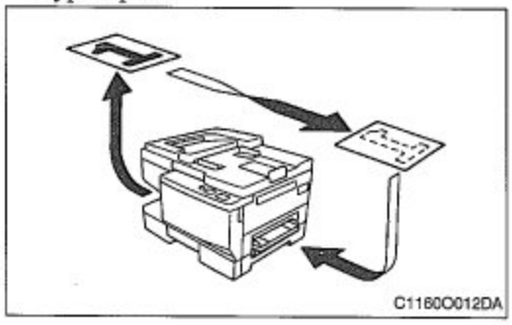
Two-Sided Copying

1 In order to copy the contents of two originals onto the front and back of a single sheet of copy paper, position the first original and second original as shown in the illustration. It is important that they are positioned in the same direction.



C1159O038DA

2 When the copy of the first original has been fed onto the Copy Tray, turn it over without changing the position of its leading edge and insert it into the Manual Bypass port.



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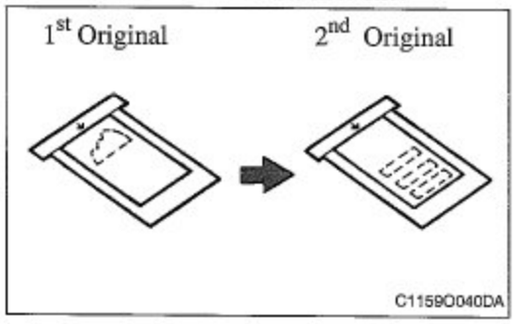
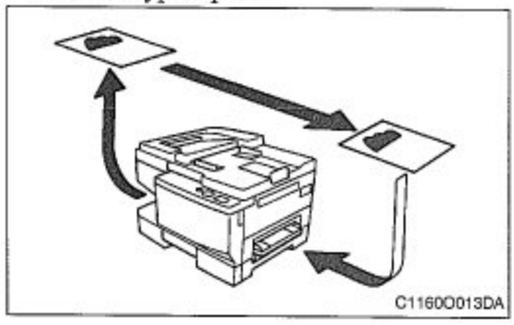
Composite Copying

1 Composite copying puts information from two different originals together on one copy. First, make a copy from the first original. Then place the second original in the same direction as the first one.



C1159O040DA

2 Pick up the copy of the first original fed out onto the Copy Tray and, holding it just as it has been fed out, insert it into the Manual Bypass port.



C1160O013DA

NOTE

- *Only plain paper can be used for making two-sided and composite copies. (No transparencies can be used.)*
- *If the paper is curled, remove the curl before inserting the paper into the copier.*

Chapter 4

Special Functions

This chapter explains how to use other functions of the copier. They are listed below.

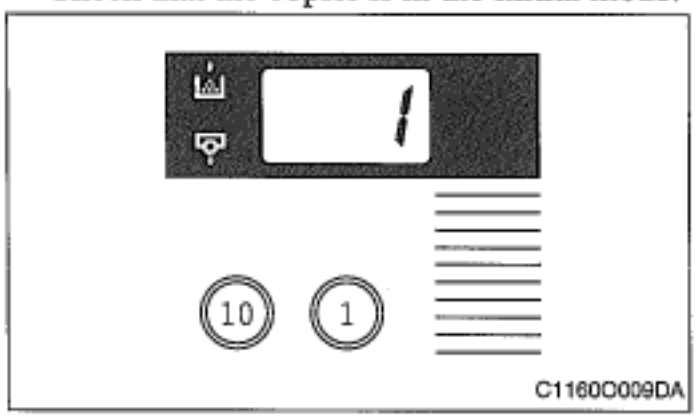
1. *Toner Replenisher* ..... *p. 20*
   - *Toner Replenisher Function* ..... *p. 20*
2. *Drum Dehumidifier* ..... *p. 21*
   - *Drum Dehumidifier Function* ..... *p. 21*
3. *User's Choice* ..... *p. 22*
   - *User's Choice Item* ..... *p. 22*
   - *User's Choice Function and Explanation of Settings* ..... *p. 22*
     - *U-1 Auto Reset Mode* ..... *p. 22*
     - *Making User's Choice Selections* ..... *p. 23*
4. *Default Manual Exposure Level Adjustment* ..... *p. 24*
   - *Default Manual Exposure Level Adjustment* ..... *p. 24*
5. *Default Auto Exposure Level Adjustment* ..... *p. 25*
   - *Default Auto Exposure Level Adjustment* ..... *p. 25*
6. *Total Check Function* ..... *p. 26*
   - *Counter Display* ..... *p. 26*
     - *Checking Total Copies/PM Count* ..... *p. 26*

1. Toner Replenisher

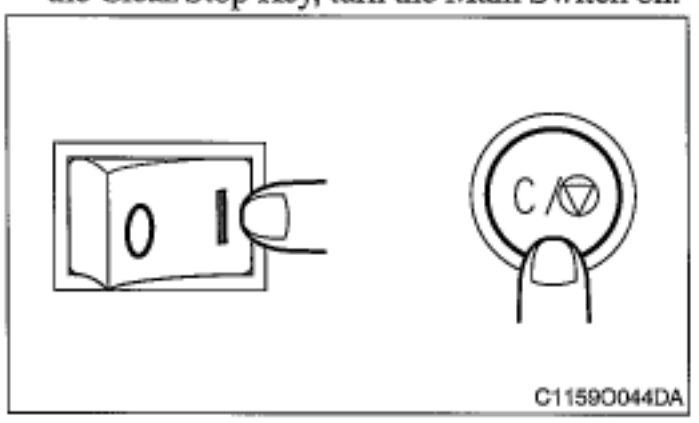
Toner Replenisher Function

When many copies are made of an original that has a large amount of black area (such as a photograph), the copier can rapidly exhaust the supply of toner available. As a result, the image density of the copies will become lighter. In such a case, use the Toner Replenisher function to regain the normal image density quickly.

1 Check that the copier is in the initial mode.

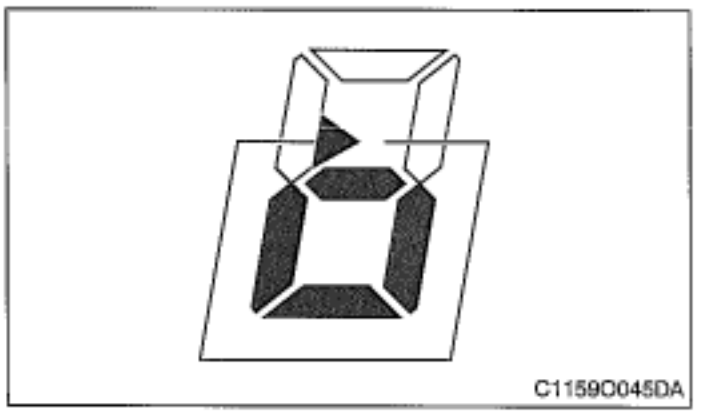


2 Turn the Main Switch off. While pressing the Clear/Stop Key, turn the Main Switch on.

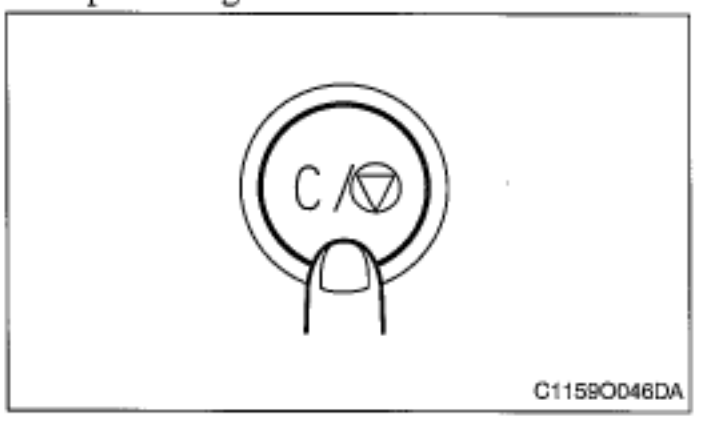


After the copier is warmed up, the toner begins to be supplied.

3 While the Toner is being replenished, the LEDs at the bottom of the Display Panel will light up one at a time in the clockwise direction.



4 Press the Clear/Stop Key to stop the Toner Replenishing mode.



NOTE

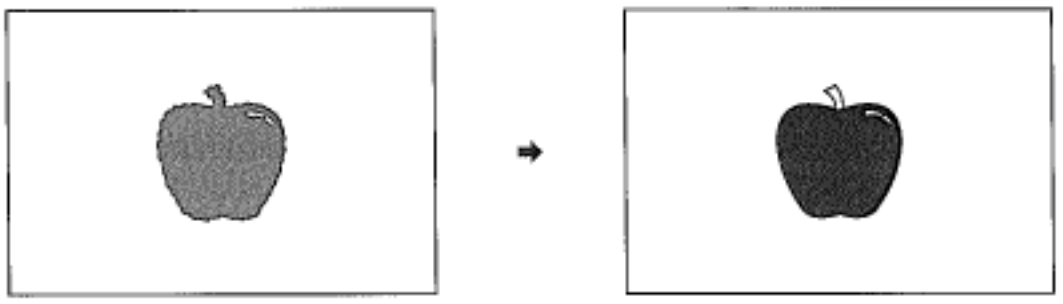
- *Copying cannot be performed while the Toner is being replenished. If copying must be performed, stop the Toner Replenishing mode with the Clear/Stop Key and then start copying.*
- *The copier cannot enter the Toner Replenisher mode under the following conditions: the starter is being refilled, and the indicators show that an error or paper misfeeds has occurred.*

2. Drum Dehumidifier

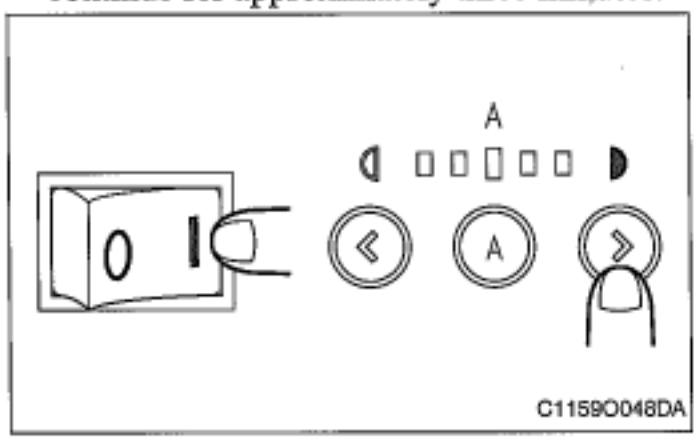
Drum Dehumidifier Function

High humidity or rapid changes in the temperature of the room (such as when a heater is used in a cold location) can cause condensation[1] on the photosensitive drum[2] of the copier which causes the copies to be blotchy. The Drum Dehumidifier removes this condensation.

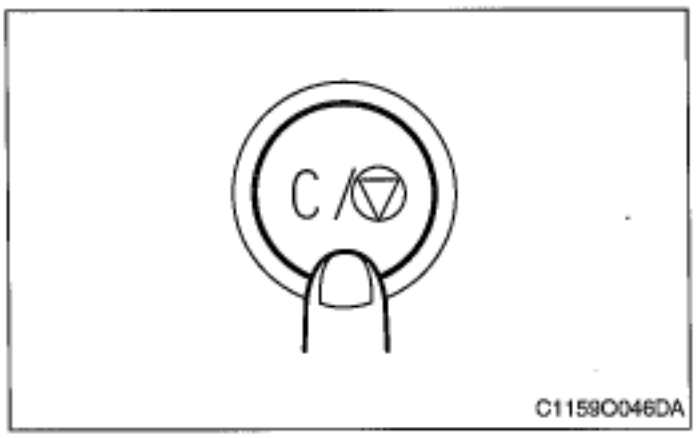
1. Condensation: Moisture in the air collects as droplets on cold surfaces.
2. PC Drum: The part of the copier that works much like photographic film.



1 Turn the Main Switch off. While pressing the ⊛ Exposure Control Key, turn the Main Switch on. The copier is now in the Drum Dehumidifier mode which will continue for approximately three minutes.



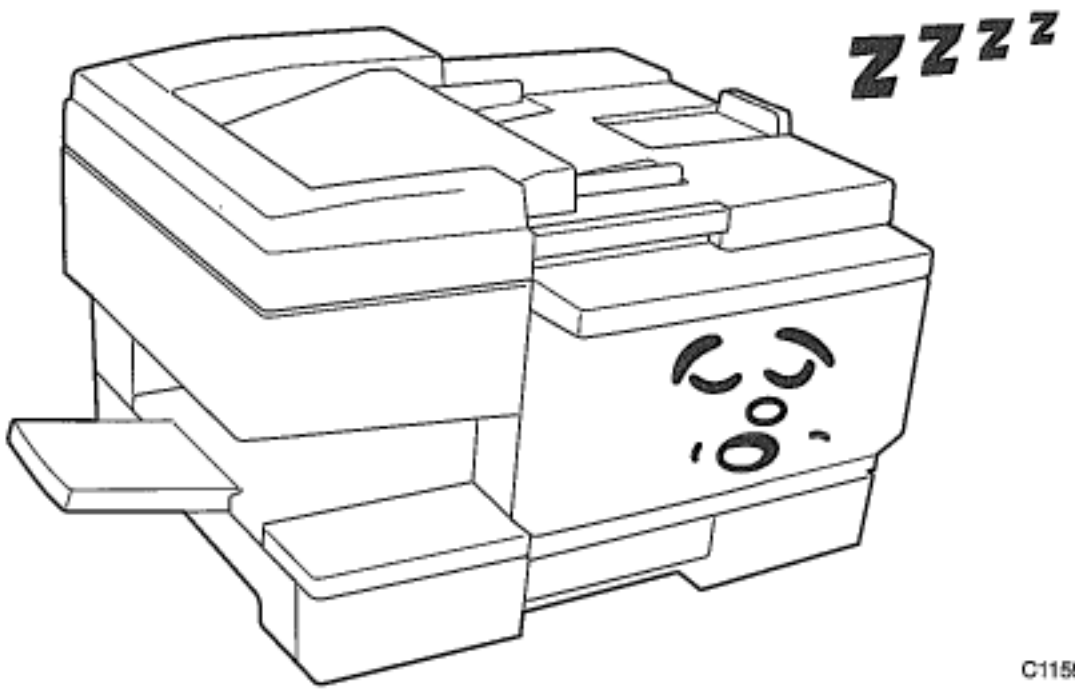
2 Press the Clear/Stop Key to stop the Drum Dehumidifier mode.



NOTE

- *Copying can be performed while the Drum Dehumidifier mode is in operation.*
- *The Drum Dehumidifier mode cannot be started during the operation of Toner Replenishing, starter charging, paper misfeeds or other types of trouble.*

As an ENERGY STAR® Partner, we have determined that this copier meets the ENERGY STAR® Guidelines for energy efficiency.



What is an Energy Star Copier ?

Energy Star Copiers have a feature that allows them to automatically turn off or "go to sleep" after a period of inactivity, ensuring night and weekend shut off. This auto-feature can reduce a copier's annual electricity costs by over 60 percent. In addition, high speed copiers will be set to automatically make double sided copies. An organization's paper costs can be reduced and the volume of paper sent into the waste stream will decline. It takes 10 times more energy to produce a piece of paper than it does to make a single copy on a copier. Therefore, using less paper also means decreased national energy consumption.

3. User's Choice

It is possible to change the initial settings that appear when the Clear/Stop Key is pushed or when the Main Switch is turned on. The User's Choice settings promote easier copier operation by allowing the user to make selections that meet his/her own needs.

User's Choice Item

Choice No.	Setting
U-1	Auto Reset Mode

User's Choice Function and Explanation of Settings

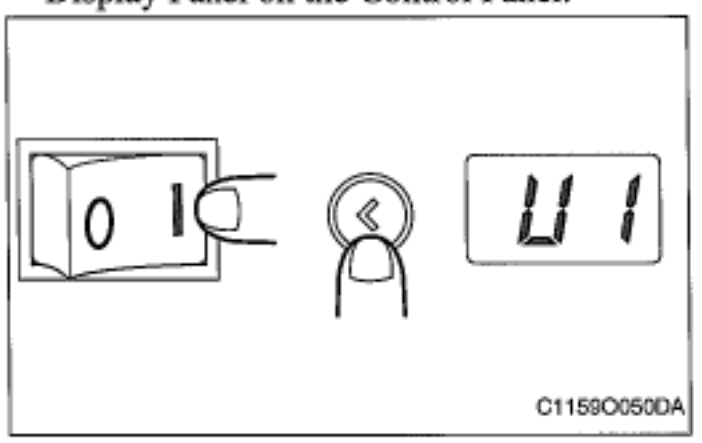
U-1 Auto Reset Mode

The time from when the last copy was made until the Auto Reset function activates can be set. The Auto Reset function can also be disabled.

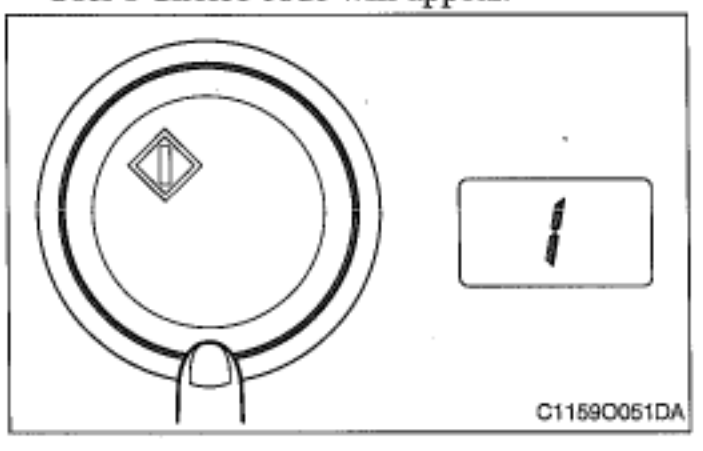
Code	Description	Initial Setting
0	Disable Auto Reset	
05	Activates after 30 seconds	
1	Activates after 1 minute	○
2	Activates after 2 minutes	
3	Activates after 3 minutes	
4	Activates after 4 minutes	

Making User's Choice Selections

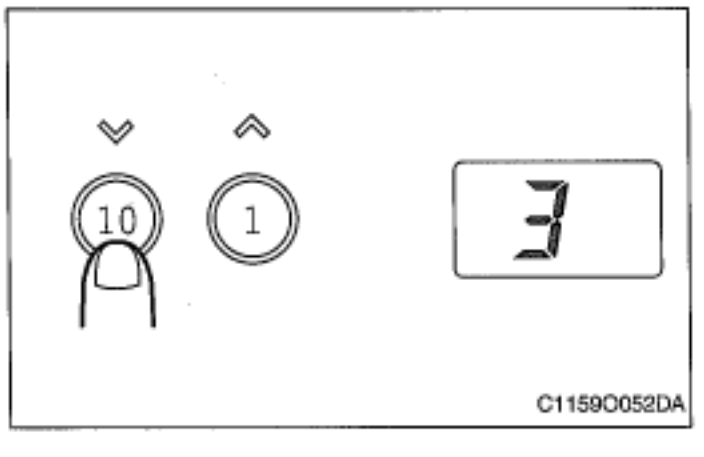
1 Turn the Main Switch off. While pressing the ◁ Exposure Control Key, turn the Main Switch on. "U1" will appear in the Display Panel on the Control Panel.



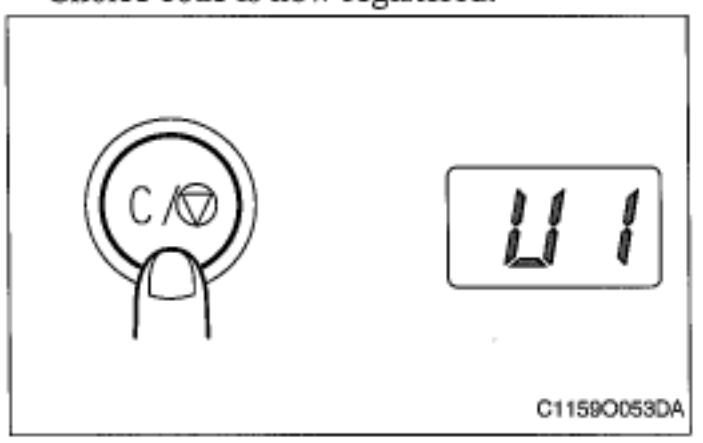
2 Press the Start Key. The currently set User's Choice code will appear.



3 Use the Copy Quantity Keys to select the desired User's Choice code.

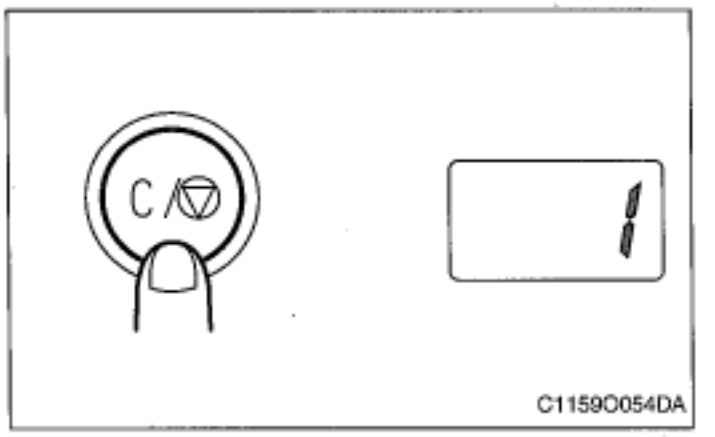


4 Press the Clear/Stop Key. The User's Choice code is now registered.



5 Press the Clear/Stop Key once again.

* User's Choice is canceled and the copier returns to the initial mode.



NOTE

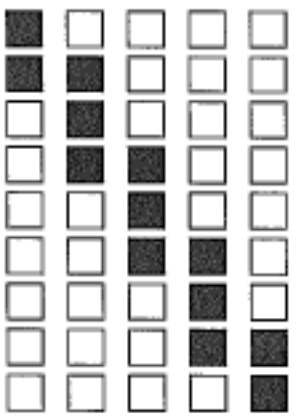
The User's Choice mode cannot be selected under the following conditions: the starter is being refilled, and the indicators show that an error or paper misfeeds has occurred.

4. Default Manual Exposure Level Adjustment

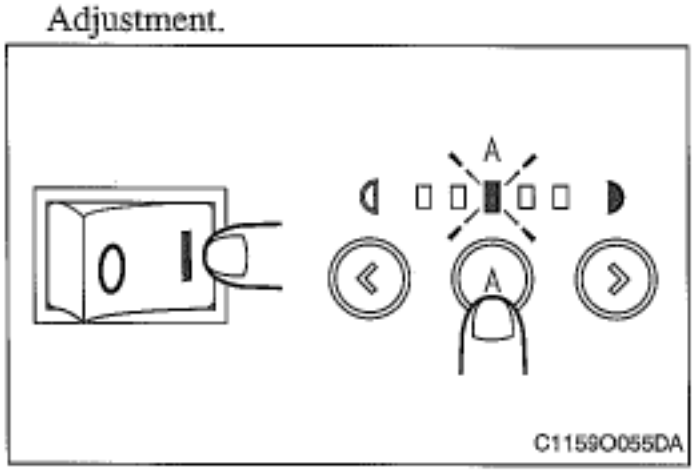
Default Manual Exposure Level Adjustment

The center density setting of the Default Manual Exposure Level Adjustment can be set to one of nine settings. With copy density 5 as the middle setting, decreasing the setting value lightens the density and increasing the setting value darkens the density.

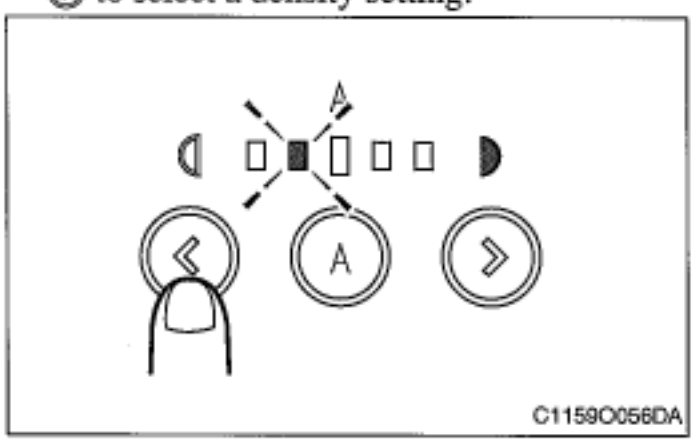
Copy density 1 (lightest)
Copy density 2 (lighter)
Copy density 3 (lighter)
Copy density 4 (lighter)
Copy density 5 - middle setting
Copy density 6 (darker)
Copy density 7 (darker)
Copy density 8 (darker)
Copy density 9 (darkest)



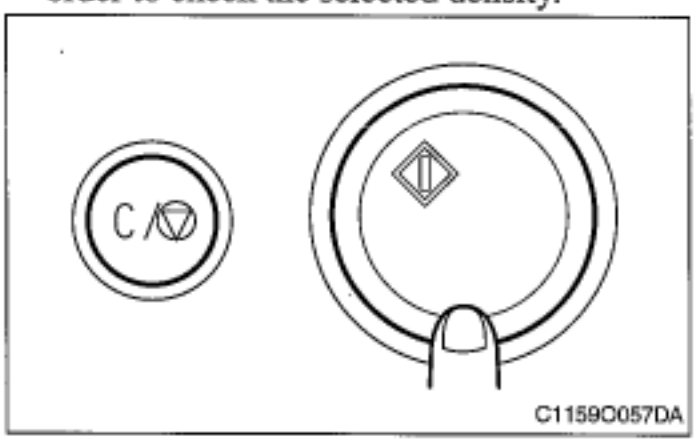
1 Use the main switch to turn off the copier. While holding down the Exposure Control Key (A), turn on the copier. The copier enters the Default Manual Exposure Level Adjustment.



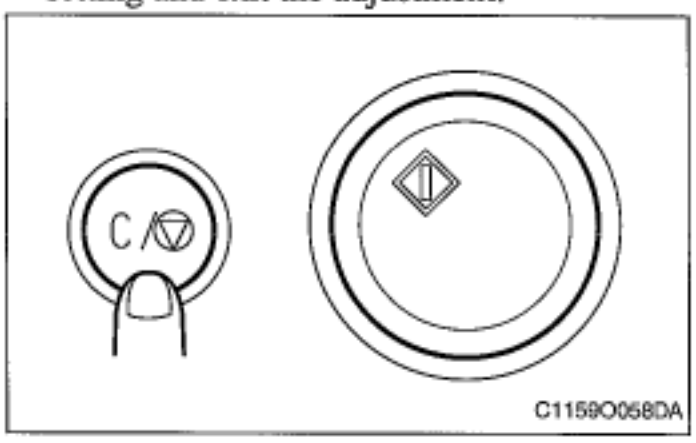
2 Press the Exposure Control Keys ◁ and ▷ to select a density setting.



3 Press the Start Key to print one copy in order to check the selected density.



4 Press the Clear/Stop Key to enter the setting and exit the adjustment.



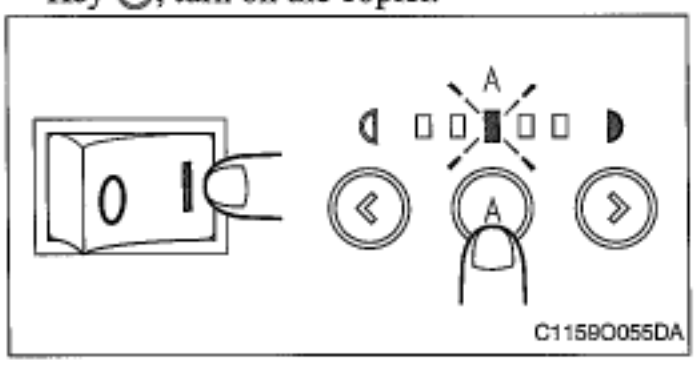
5. Default Auto Exposure Level Adjustment

Default Auto Exposure Level Adjustment

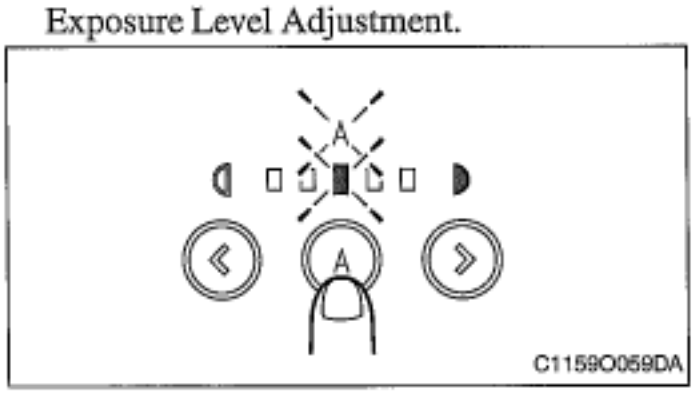
The density level for the Default Auto Exposure Level Adjustment can be set to one of nine settings. With copy density 5 as the middle setting, decreasing the setting value lightens the density and increasing the setting value darkens the density.

Copy density 1 (lightest)	■□□□□
Copy density 2 (lighter)	■■□□□
Copy density 3 (lighter)	□■□□□
Copy density 4 (lighter)	□■■□□
Copy density 5 - middle setting	□□■□□
Copy density 6 (darker)	□□■■□
Copy density 7 (darker)	□□□■□
Copy density 8 (darker)	□□□■■
Copy density 9 (darkest)	□□□□■

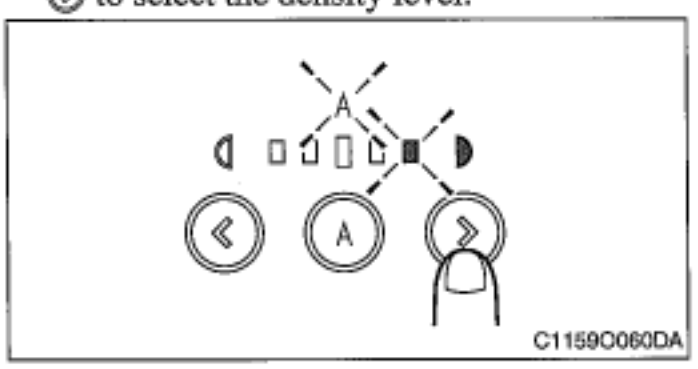
1 Use the main switch to turn off the copier. While holding down the Exposure Control Key Ⓐ, turn on the copier.



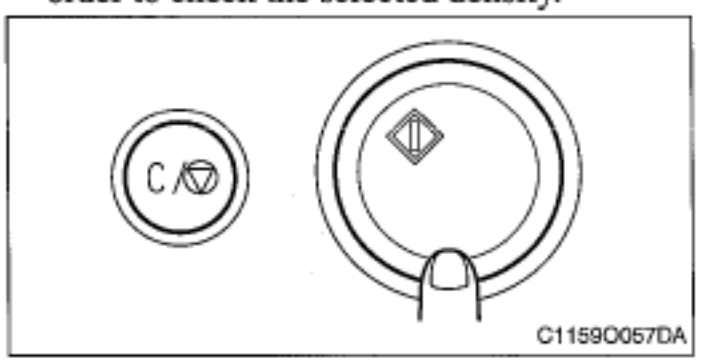
2 Press the Exposure Control Key Ⓐ again. The copier enters the Default Auto Exposure Level Adjustment.



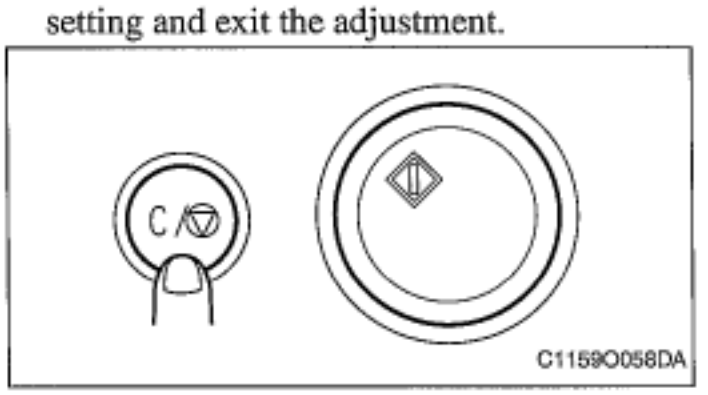
3 Press the Exposure Control Keys ⓒ and ⓓ to select the density level.



4 Press the Start Key to print one copy in order to check the selected density.



5 Press the Clear/Stop Key to enter the setting and exit the adjustment.



6. Total Check Function

The total number of copies made from the time the copier was installed can be checked. The following two totals are provided.

Total Count
Shows the total number of copies since the copier was installed.

IU Count
Shows the total number of copies for the current imaging cartridge.

Counter Display

The totals are shown in the Display Panel on the Control Panel.

Example: Total of 12,345 copies

* Displayed two digits at a time.

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Example: The IU count is 1,234 copies.

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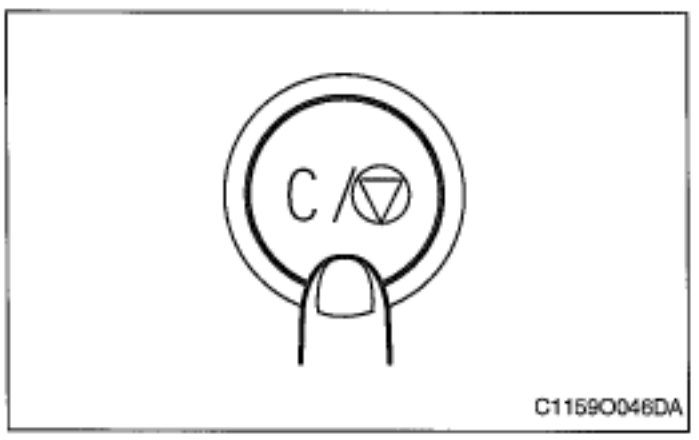
Checking Total Copies/IU Count

1 Press the Clear/Stop Key for three seconds.
* The total count will appear.



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Press the Clear/Stop Key for three seconds and the total count will appear. Continue to hold the key down for another three seconds (a total of six seconds) and the PM count will appear.

2 Press the Clear/Stop Key to exit the counter display.

Chapter 5

Error Messages and Indicators

This section explains error messages and indicators and how to correct the problems causing them.

1. *Identifying and Correcting Problems* ..... p. 28
2. PC *Display* ..... p. 29
   - *Replenishing Paper* ..... p. 29
   - *Removing a Paper Misfeed* ..... p. 29
3. *Add Toner Indicator* ..... p. 30
   - *Replacing the Toner Cartridge* ..... p. 30
4. *Imaging Unit Indicator* ..... p. 31
   - *Handling Cautions for Imaging Unit* ..... p. 31
   - *Removing the Imageing Unit* ..... p. 32
   - *Installing the Imaging Unit* ..... p. 32
5. E *Display* ..... p. 35
   - *Resetting the Copier* ..... p. 35
6. J *Display* ..... p. 36
   - *Paper misfeed* ..... p. 36
   - *Removing a Paper Misfeed* ..... p. 37
   - *J2/J3-Copier* ..... p. 37
   - *J8-Semi-automatic Document Handler (SDH)* ..... p. 38
7. C *Display* ..... p. 39
   - *Resetting the Copier* ..... p. 39

1. Identifying and Correcting Problems

Error Message	Cause	Correction
Toner Indicator C1159O008DA	No toner in toner cartridge.	Replace with new toner cartridge. (See page 30.)
Imaging Unit Indicator C1159O009DA	Time to change imaging unit (IU).	Replace with new imaging unit. (See page 31.)
Paper Supply/Paper Misfeed C1159O130DA	No paper in tray or paper misfeed.	Place paper in the paper drawer. (See page 29.) Remove the paper misfeed. (See page 29.)
Paper Misfeed C1159O131DA	There is a paper misfeed at the paper take-up area of the copier.	Remove the paper misfeed. (See page 37.)
C1159O132DA	There is a paper misfeed at the paper exit of the copier.	Remove the paper misfeed. (See page 37.)
C1159O133DA	There is an original paper misfeed in the Semi-automatic Document Handler (SDH).	Remove the original paper misfeed. (See page 38.)
Trouble C1159O134DA	There is a problem in the copier.	Turn the Main Switch off and contact service representative. (See page 35.)
C1159O135DA	The seal has not been removed from the starter cartridge.	Remove the seal from the starter cartridge. (See page 35.)
C1159O136DA	Starter cartridge has not charged properly.	Turn the Main Switch off and contact service representative.
C1159O137DA	There is a problem in the copier.	Contact service representative. (See page 39.)

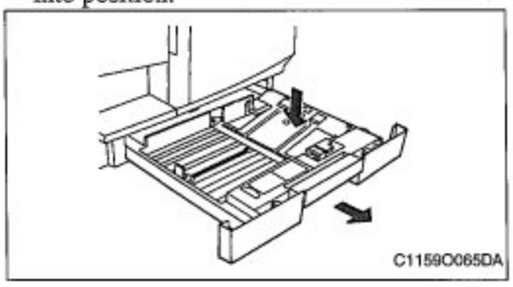
2. PC Display

C1159O064DA

The PC display means that the Paper Drawer has run out of paper or there is a paper misfeed at the paper feed area. The following are the procedures for replenishing paper and clearing a paper misfeed at the paper feed area.

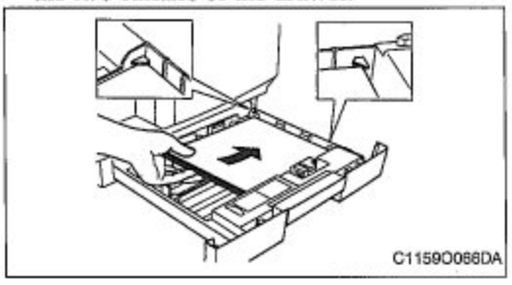
Replenishing Paper

1 Pull out the paper drawer and push down on the paper lifting plate until it is locked into position.



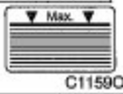
C1159O065DA

2 Load the paper stack into the drawer. Make sure that the paper stack rests under the two catches of the drawer.



C1159O066DA

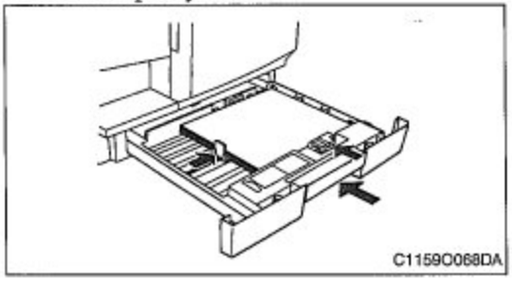
NOTE



C1159O067DA

Never exceed the ▼ mark indicating maximum capacity.

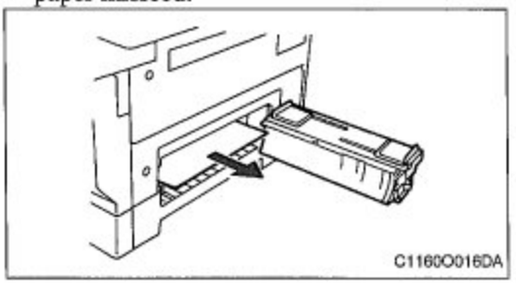
3 Adjust the paper guide plates and gently return the drawer to the copier. Press the Clear/Stop Key.



C1159O068DA

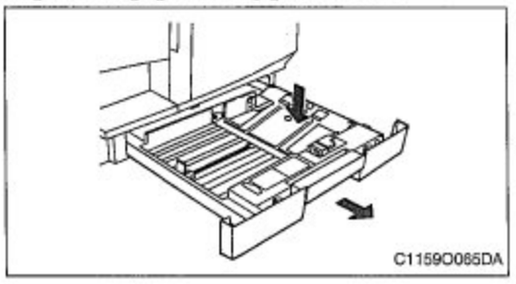
Removing a Paper Misfeed

1 Open the Right Door and remove the paper misfeed.



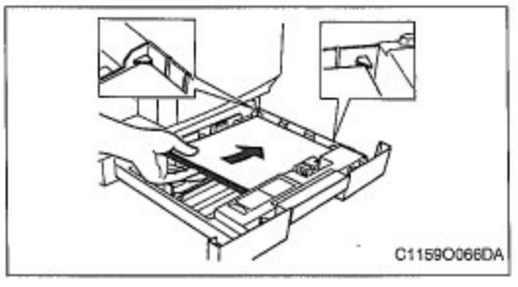
C1160O016DA

2 Open the drawer, remove the paper and push the paper lifting plate down.



C1159O065DA

3 Fan the paper and reload it. Gently slide the Drawer back in.



C1159O066DA

4 Press the Clear/Stop Key.

NOTE

If PC appears, during the multi copy cycle, check the copies on the Copy Tray and return the originals needed to the Document Feed Tray to complete the copy job.

3. Add Toner Indicator

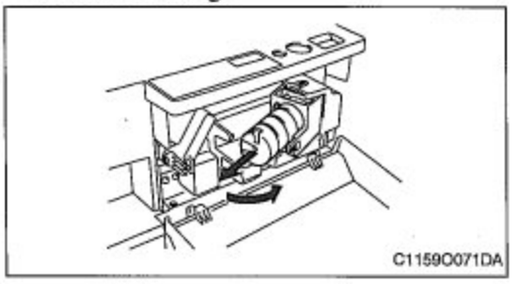
C1159O008DA

When the toner in the toner cartridge becomes low, this indicator will flash. Copies will gradually become lighter and when there is no more toner, this indicator will remain on and copying will be stopped.

Replacing the Toner Cartridge

1 Open the Front Door.

2 Open the cartridge holder and pull out the old toner cartridge.

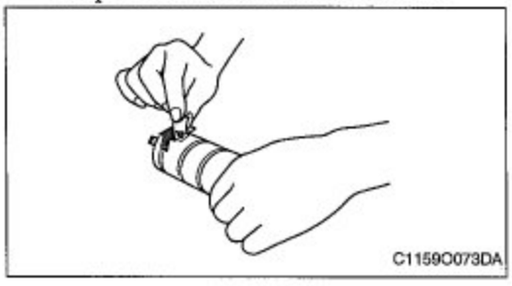


C1159O071DA

3 With the tab of the toner cartridge facing upward, shake the new cartridge well.

C1159O072DA

4 Lift up on the seal and then remove it.

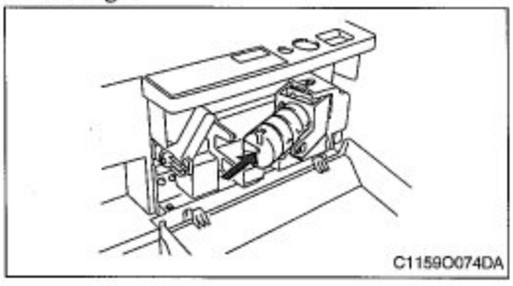


C1159O073DA

NOTE

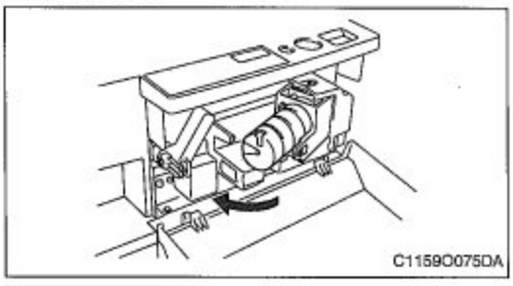
- *Remove the seal carefully. The toner could discharge.*
- *Once the seal has been removed, never turn the cartridge upside down.*

5 With toner supply port facing upward, insert the cartridge into the cartridge holder in the direction ➞ shown on the cartridge.

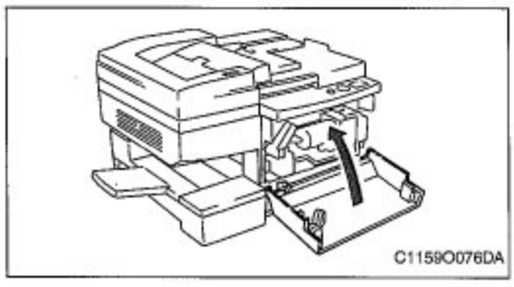


C1159O074DA

6 Close the cartridge holder and close the Front Door.



C1159O075DA



C1159O076DA

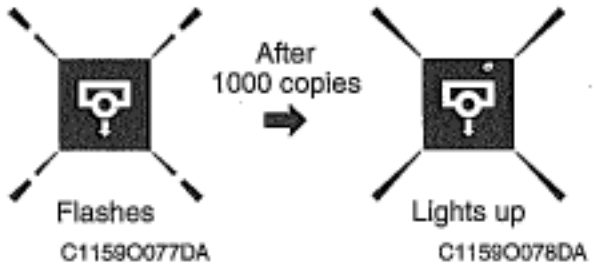
NOTE

Only use the toner cartridge designed specifically for this copier. Failure to do so will result in damage to the copier.

Toner Replenishing

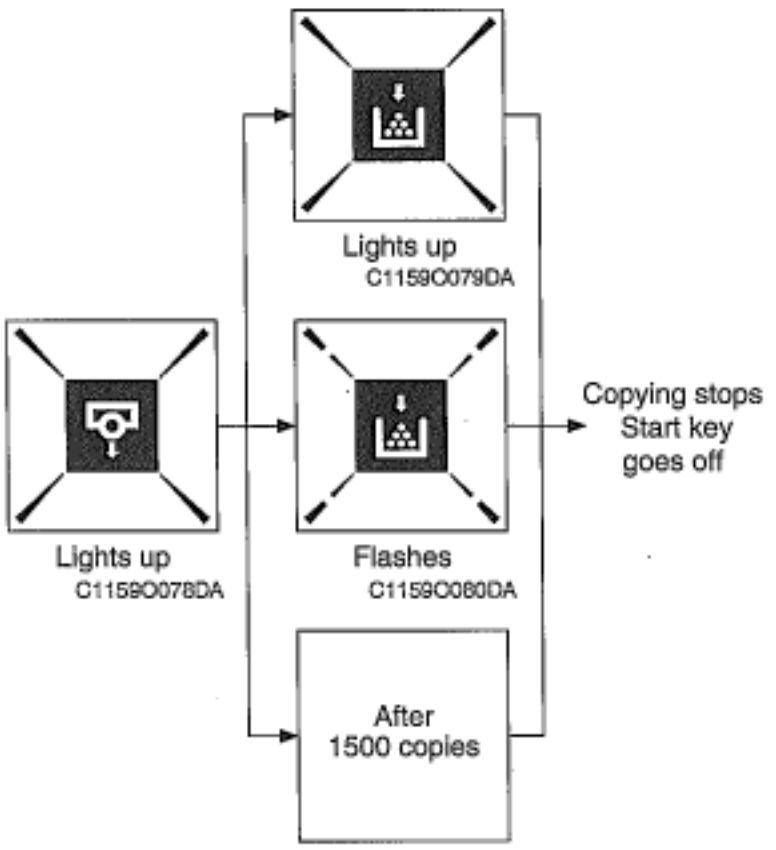
If the image density is still light after replacing the toner cartridge, operate the Toner Replenisher function explained on page 20.

4. Imaging Unit Indicator



The imaging unit must be replaced every 30,000 copies. The imaging unit indicator will start flashing at approximately 29,000 copies to warn that the imaging unit must be replaced. When 1,000 copies have been made after the flashing started, the light will remain on steadily.

Copy Prohibition



Once the IU indicator lights up steadily, the LED in the Start key will go out and copying will be prohibited when one of the following occurs, whichever comes first: the toner indicator starts flashing, the toner indicator lights up steadily, or 1,500 more copies are made. This indicates the IU service life has ended.

NOTE

Always replace the IU as quickly as possible after the imaging unit indicator starts flashing.

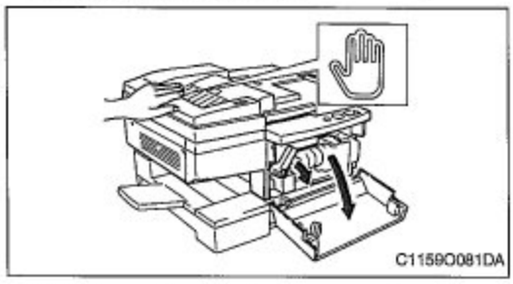
Handling Cautions for Imaging Unit

- Never expose to bright light.
- Never store in an area where the temperature exceeds 40 °C.
- Never store in an area with high humidity or where the unit can come in direct contact with water.
- Never store upside down or on its side.
- Protect the unit from impact and vibration.

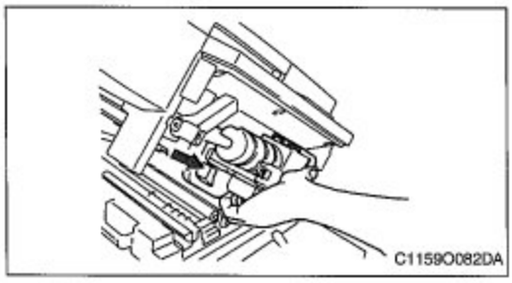
4. Imaging Unit Indicator

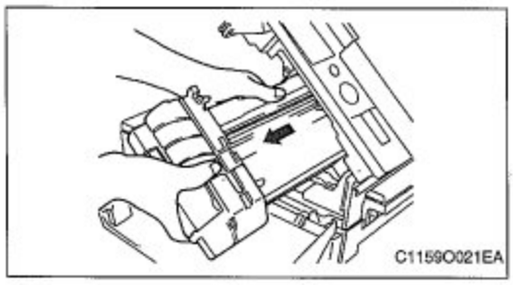
Removing the Imaging Unit

1 Open the Front Door. While pressing with one hand on the area marked with , turn the Lock Release Lever clockwise to swing up the Upper Half.



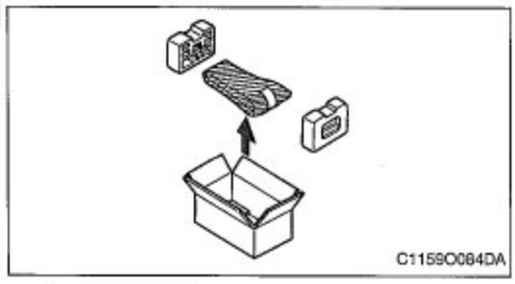
2 Hold the IU lock release button down and remove the Imaging Unit from the copier.





Installing the Imaging Unit

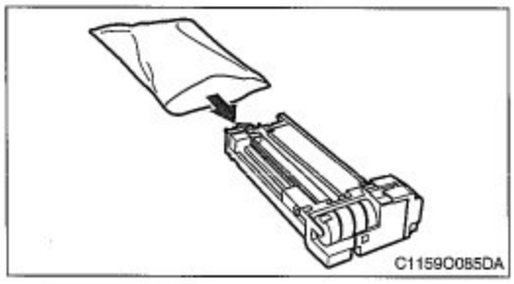
1 Remove the imaging unit from its box.



NOTE

Do not touch or scratch the PC Drum.

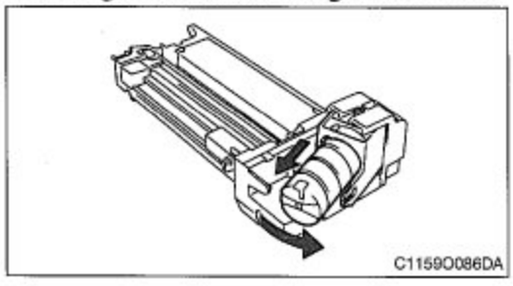
2 Remove the imaging unit from its package. Remove the tape and packing material.



NOTE

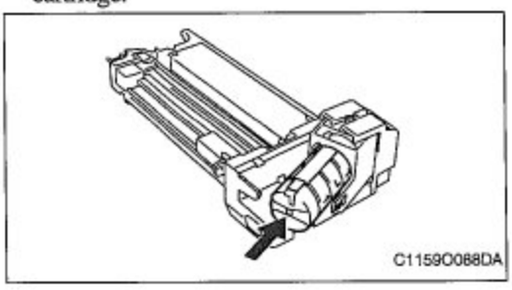
Do not touch or scratch the PC Drum.

3 Open the cartridge holder and remove the starter cartridge. The arrows on the starter cartridge → and the upper edge of the cartridge holder should be aligned at removal.



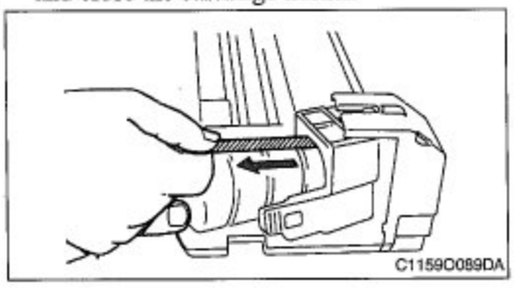
4 Hold the starter cartridge with the tab up and shake it well.

5 With starter supply port facing upward, insert the starter cartridge into cartridge holder in the direction → shown on the cartridge.

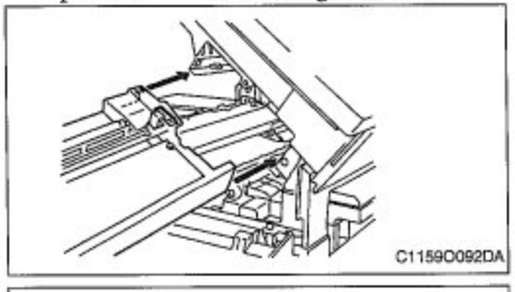


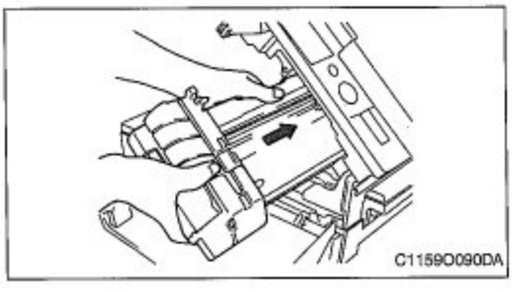
> ***NOTE***
> *Use care not to install the toner cartridge.*

6 Remove the seal from the starter cartridge and close the cartridge holder.



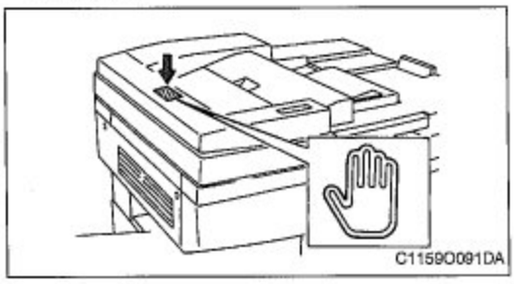
7 Align the imaging unit with the rails in the copier. Push until a locking sound is heard.





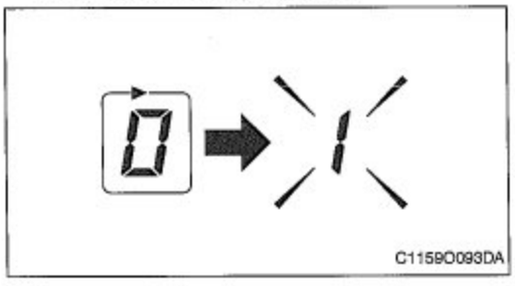
> ***NOTE***
> *Do not touch or scratch the PC Drum.*

8 Push on the area marked "✋" to lower and lock the upper unit. The Front Door can now be closed.

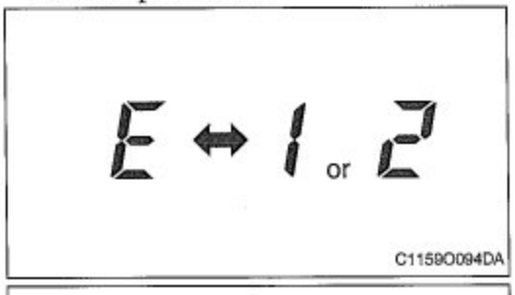


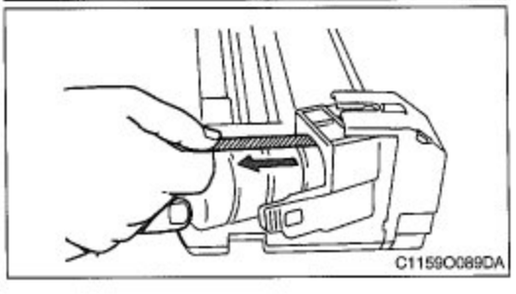
9 Plug in the power cord and turn the Main Switch on.

10 After a moment, a "0" will be displayed for about 6 min. indicating that charging is taking place. A "1" indicates that starter charging has been completed.



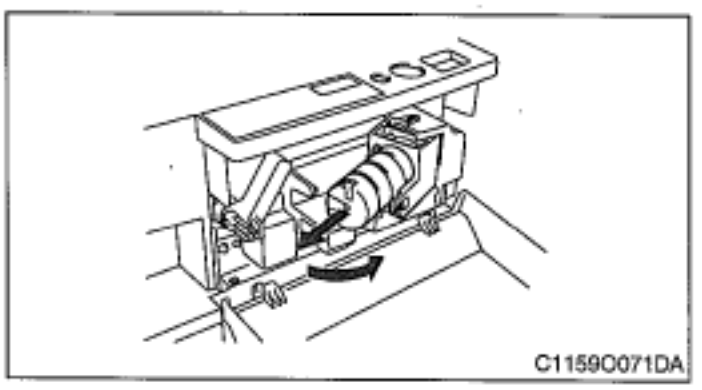
11 If the display alternates between "E" and "1", it is probably because the seal was not removed from the starter cartridge. Remove the seal and restart at the process by turning the copier off and on again. If the display alternates between "E" and "2", call your service representative.



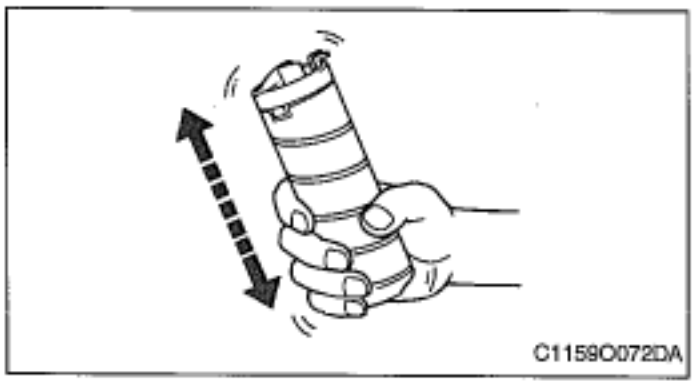


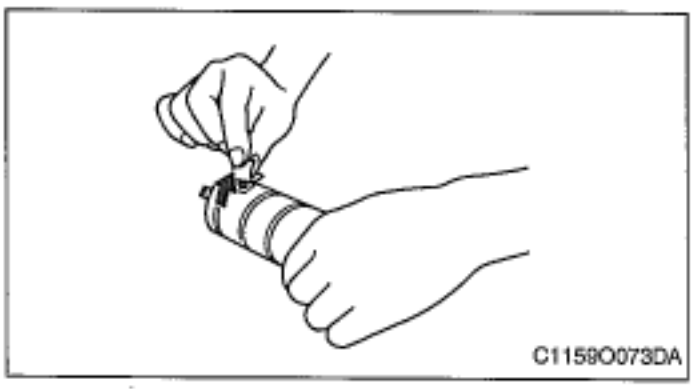
4. Imaging Unit Indicator

12 Open the Front Door, open the cartridge holder and remove starter cartridge.



13 With the tab of the toner cartridge facing upward, shake the cartridge well. Lift up on the seal and then remove it.

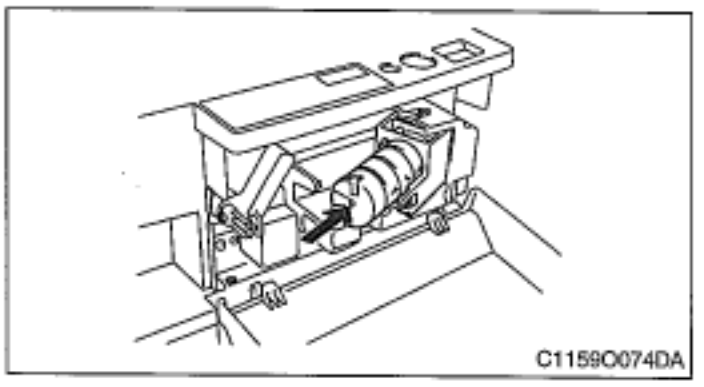




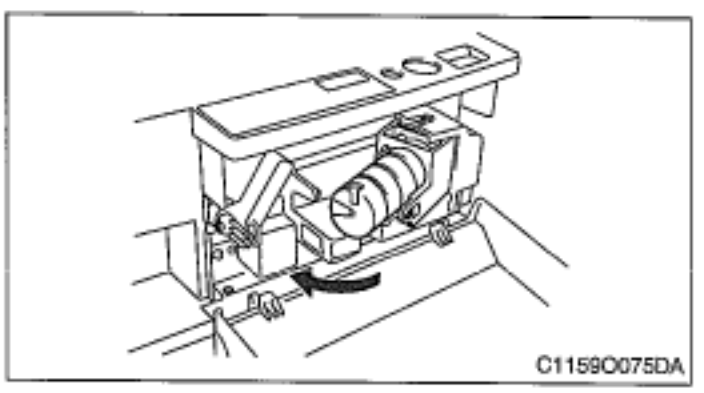
NOTE

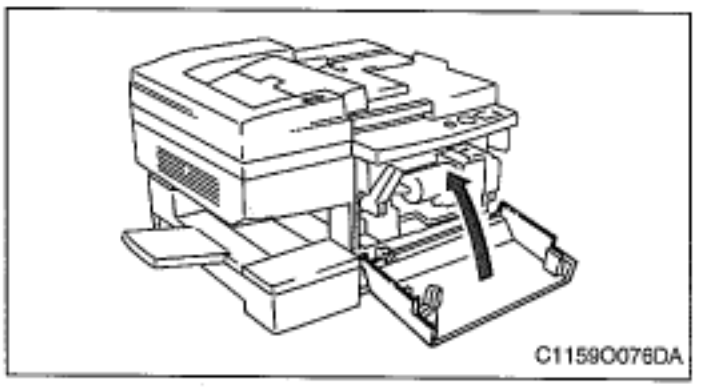
- *Remove the seal carfully. The toner could discharge.*
- *Once the seal has been removed, never turn the cartridge upside down.*

14 With toner supply port facing upward, insert the cartridge into the cartridge holder in the direction → shown on the cartridge.



15 Close the cartridge holder and close the Front door.





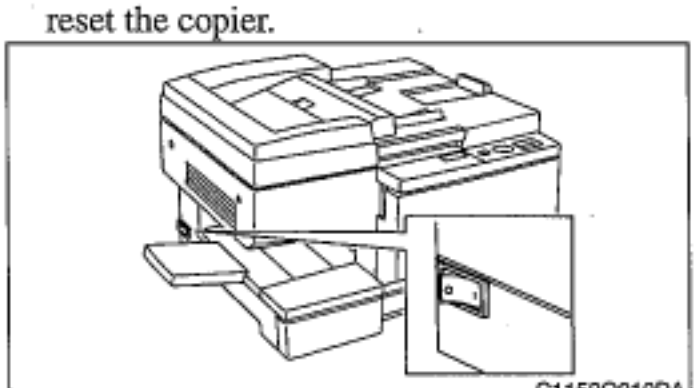
5. E Display

C1159O096DA

This display indicates that there is trouble during the charging process. Copying cannot be performed at this time. Follow the procedure below to reset the copier.

Resetting the Copier

1 Turn the Main Switch off and then on to reset the copier.


C1159O010DA

If the "E" appears again, contact your service representative.

Before Calling Your Service Representative

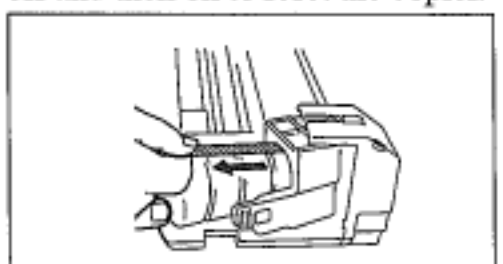
- Before calling the service representative, note the code being displayed.

  Example: E2

C1159O097DA

Flashes alternately.

- Once the service representative has been contacted, turn the Main Switch off and unplug the power cord.

Code	Cause	Correction
C1159O127DA	There is trouble in the copier.	Turn the Main Switch off and contact the service representative.
C1159O128DA	The seal on the starter cartridge has not been removed.	Remove the seal from the starter cartridge. Turn the Main Switch off and then on to reset the copier.  C1159O089DA
C1159O129DA	Starter charging is not being performed properly.	Turn the Main Switch off and contact the service representative.

6. J Display

C1159O098DA	This indicates that a paper misfeed has occurred during copying and that the copier has been stopped. When the Front Door is opened to remove the paper misfeed, the copier is shut down and all information on the Control Panel will go out. Therefore, it is necessary to first check for the location of the paper misfeed before opening the door.

Paper Misfeed

- At this time, "J" and a number will flash alternately on the Display Panel.
- The number represents the location of the paper misfeed.

C1159O099DA	There is a paper misfeed in the paper take-up area of the copier. (See page 37.)
C1159O100DA	There is a paper misfeed in the paper exit section of the copier. (See page 37.)
C1159O101DA	There is a paper misfeed in the Semi-automatic Document Handler (SDH). (On models equipped with the SDH.) (See page 38.)

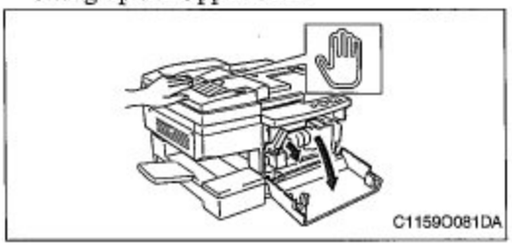
Removing a Paper Misfeed

J2/J3-Copier

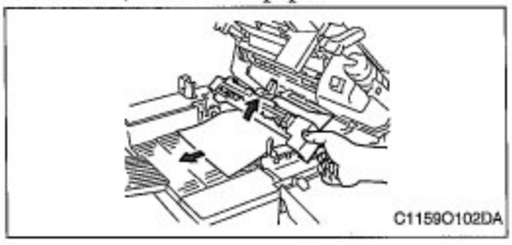
NOTE

Be careful not to touch the areas marked with [⚠High Voltage] and [⚠Caution: Hot].

1 Open the Front Door. While pressing with one hand on the area marked with ✋, turn the Lock Release Lever clockwise to swing up the Upper Unit.



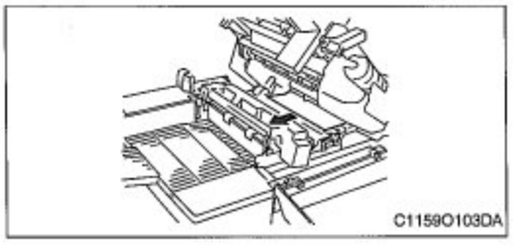
2 While holding up the fusing unit cover on this side, remove the paper.



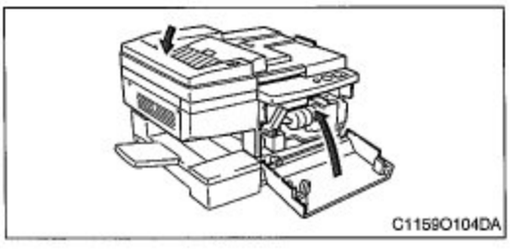
⚠CAUTION: HOT

The fusing unit and its surrounding areas may be extremely hot. DO NOT TOUCH any area except the black cover for the fusing unit.

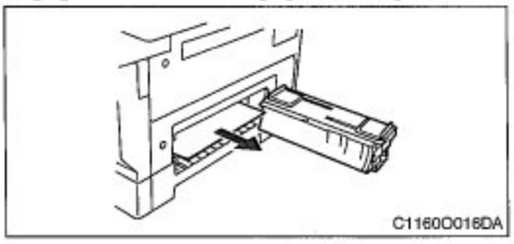
3 Remove any paper misfeed in the transfer area.



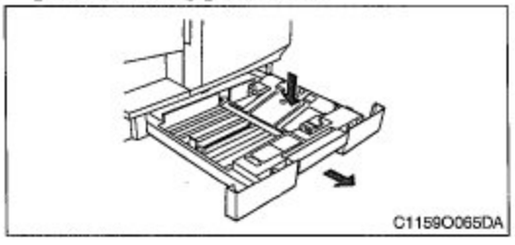
4 Gently close the upper unit and then close the Front Door.



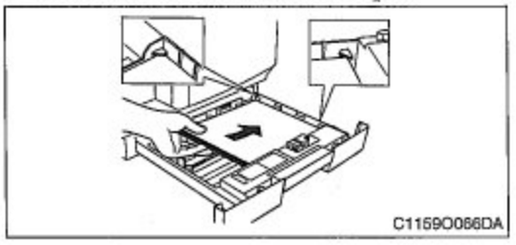
5 Open the Right Door and remove the paper misfeed in the paper take-up section.



6 Pull out the drawer, remove the paper and push the lifting plate down.



7 Fan the sheets of paper, put them back in the drawer and slide it in the copier.



NOTE

Make sure the paper is positioned below the catches of the drawer.

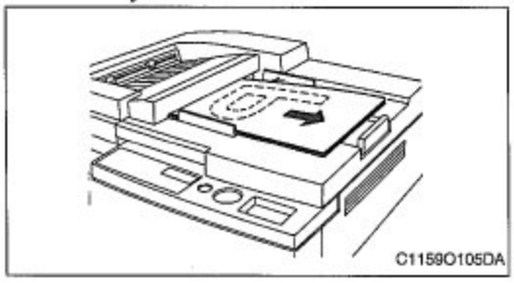
8 Close the Front Door.

NOTE

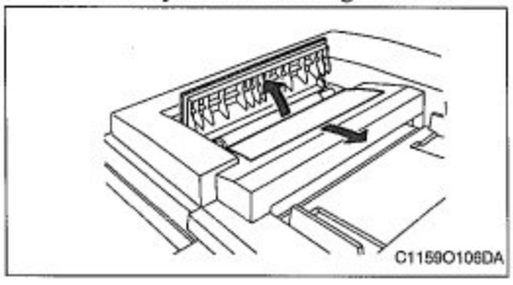
If J2 or J3 appears, during the multi copy cycle, check the copies on the Copy Tray and return the originals needed to the Document Feed Tray to complete the copy job.

J8 - Semi-automatic Document Handler (SDH)

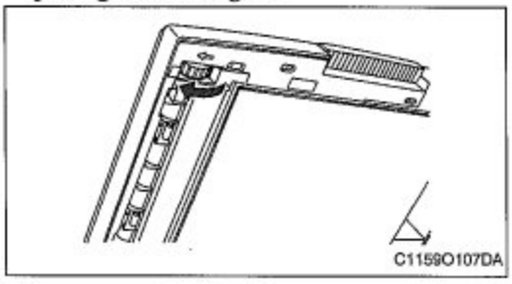
1 Remove the originals from the Document Feed Tray.

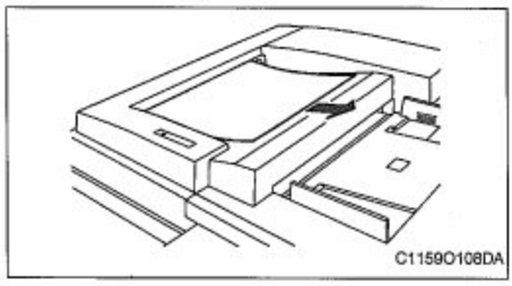


2 Open the paper misfeed removal guide and carefully remove the original.

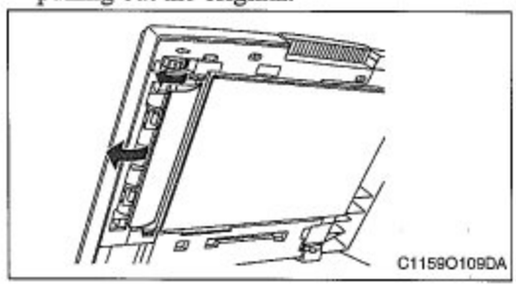


3 Raise the Semi-automatic Document Handler (SDH) and turn the Misfeed Removal Knob to the left while carefully pulling out the original.

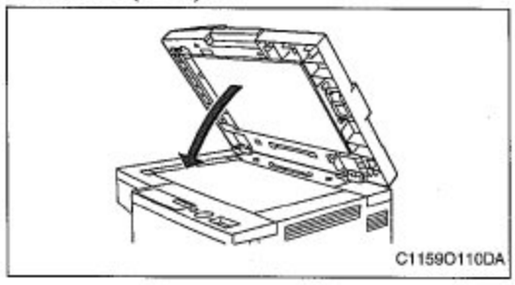




4 Turn the knob to the left while carefully pulling out the original.



5 Lower the Semi-automatic Document Handler (SDH).



NOTE

If J8 appears, during the multi copy cycle, check the copies on the Copy Tray and return the originals needed to the Document Feed Tray to complete the copy job.

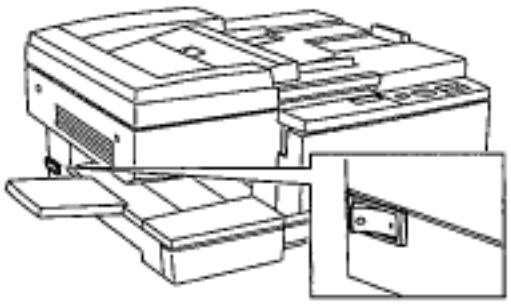
7. C Display

C1159O111DA

When a malfunction occurs in the copier, "C" and a number will flash alternately on the Display Panel. Copying cannot be performed at this time. Use the following procedure to reset the copier.

Resetting the Copier

1 Turn the Main Switch off and then on again. This will reset the copier.



C1159O010DA

If the "C" appears again, contact your service representative.

Before Calling Your Service Representative

- Before calling the service representative, note the code being displayed.

  Example: C00

C1159O112DA

Flashes alternately.

- Once the service representative has been contacted, turn the Main Switch off and unplug the power cord.

Chapter 6
Troubleshooting

This chapter gives you instructions on how to troubleshoot copier malfunctions.

1. *When This Type of Copy is Produced* ..... *p. 42*
2. *Copier Does Not Work Properly* ..... *p. 44*

EP1030/EP1030F

Thank you for choosing Minolta.

This operator's manual explains how to operate the copier and replenish its supplies. It also gives some troubleshooting tips as well as general precautions to be observed when operating the copier.

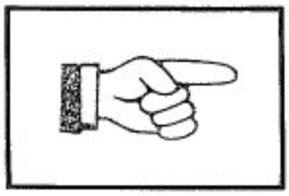
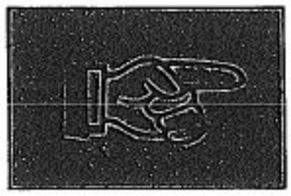
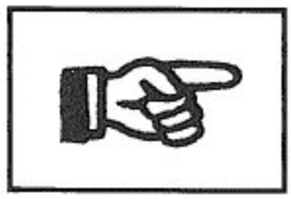
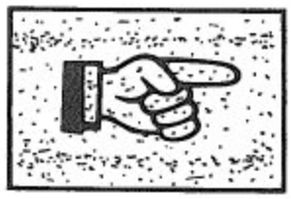
To ensure the best performance and effective use of your copier, read this manual carefully until you familiarize yourself thoroughly with its operation and features. After you have read through the manual, keep it for ready reference.

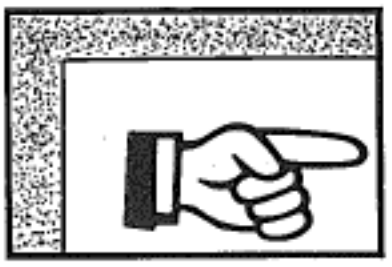
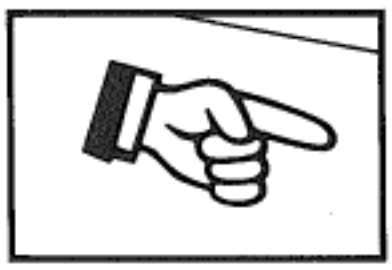
Please use this manual as a quick and handy reference tool for immediately clarifying any questions which may arise.

CE Marking (Declaration of Conformity)
This product complies with the following EU directives:
89/336/EEC, 73/23/EEC and 93/68/EEC directives.
This declaration is valid for the area of the European Union.

Acoustic noise (For European Users Only)
Machine Noise Regulation 3 GSGV, 18.01.1991 : The sound pressure level at the operator position according to EN 27779 is equal to or less than 70dB(A).

1. When This Type of Copy is Produced

Symptom	Possible Cause	Action
The image is too light.  C1159O113DA	The manual exposure level is set on the lighter side.	Press the Exposure Control Key ⓘ as necessary to obtain a darker image. (See page 16.)
	You have been making copies from a photo or an original with a large dark area.	The copier needs more toner. Replenish toner by using the Toner Replenisher Function. (See page 20.)
	The Toner has just been replenished.	The copier needs more toner. Replenish toner by using the Toner Replenisher Function. (See page 20.)
	The Toner Indicator is lit up on the Control Panel.	Replace the Toner Cartridge with a new one. (See page 30.)
	The paper is damp.	Replace the paper.
The image is too dark.  C1159O114DA	The manual exposure level is set on the darker side.	Press the Exposure Control Key ⓘ as necessary to obtain a lighter image. (See page 16.)
	The surface of the Original Glass is dirty.	Wipe the Original Glass clean with a soft dry cloth. (See page 47.)
	The original is not held tightly against the Original Glass.	Place the original in position so that it is held tightly against the Original Glass.
The copy is blurry.  C1159O115DA	The paper is damp.	Replace the paper.
The copy has dark specks or spots.  C1159O116DA	The Original Glass is dirty.	Wipe the Original Glass clean with a soft dry cloth. (See page 47.)
	The Original Pad or SDH pad is dirty.	Wipe the Original Pad or SDH pad clean with a soft cloth dampened with mild detergent. (See page 47.)
	The Original is very thin or highly transparent.	Place a blank sheet of paper over the original. (See page 13.)
	The information on the back side of a two-sided, thin original may be slightly reproduced on the copy.	Set the copier into the Manual Exposure mode and make the exposure level lighter. (See page 16.)

Symptom	Possible Cause	Action
The edge of the copy is dirty.  C1159O117DA	The Original Pad or SDH Pad is dirty.	Wipe the Original Pad or SDH pad clean with a soft cloth dampened with mild detergent. (See page 47.)
	You have selected a paper size larger than the original.	Select the same copy paper size as the original.
	The original is not placed in the correct position.	Reposition the original, or reload the paper in the same direction as the original.
The image on the copy is not aligned properly.  C1159O118DA	The original is not placed in the correct position.	Place the original correctly on the Original Glass. (See page 13.) Or, load it onto the SDH correctly along the Guide Plates. (See page 14.)
	The originals may not be suitable for use in the SDH.	Raise the SDH and place the originals on the Original Glass one at a time. (See page 14.)

2. Copier Does Not Work Properly

Problem	Cause	Correction
Nothing displayed on the Control Panel.	The Auto Power Off function has been activated.	Press the Main Switch to turn the copier on.
Copying does not start when the Start Key is pressed.	Is the LED in the Start Key off?	The Copier is still warming up. Wait a moment.
	Is there an error display (J/E/C) on the Control Panel?	Take the necessary action to correct the error displayed. (See page 28.)
No power to the copier.	Is the Front Door closed?	Make sure the Front Door is securely closed.
	Is the copier plugged in?	Make sure the plug is securely in the outlet.
	Has a breaker in the power supply gone off?	Reset the breaker.

* If the above steps do not correct the problem with the copier, turn the Main Switch off, unplug the cord and contact your service representative.

Chapter 7

Miscellaneous

This chapter provides additional information about your copier, such as specifications and steps for daily maintenance.

1. *Copier Specifications* ..... *p. 46*
2. *Daily Maintenance* ..... *p. 47*
3. *Paper Size* ..... *p. 48*
4. *Index* ..... *p. 49*

1. Copier Specifications

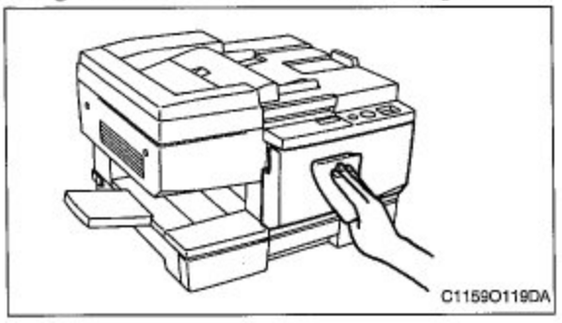
Model	Minolta EP1030/EP1030F	
Type	Desktop type	
Platen Type	Stationary	
Photoconductor	OPC	
Copying System	Electrostatic Dry Powered Image Transfer	
Developing System	Micro-Toning System	
Fusing System	Heater Roller	
Types of Originals	Type: Sheet Max. Size: A4L (Legal) Max. Weight: 3 kg (7 lbs)	
Types of Paper	Plain Paper : 60 to 90 g/m², 16 to 24 lbs Special Paper : Thick Paper 90 to 110 g/m², 24 to 29 lbs, Transparency, Postcards	
Copy Paper Size	Paper Drawer : Invoice to Legal, A5L to A4L Manual Bypass Tray: Maximum Size (W × H): 215.9 × 355.6 mm (Legal); Minimum Size (W × H): 99 × 140 mm (3-3/4 × 5-1/2 (inches))	
Paper Feeding System	Paper Drawer : 250 Sheets Manual Bypass Tray: 1 Sheet Plain Paper, 1 Sheet Special Paper	
Warm-up Time	Within 10.9 Seconds [At 23°C (73°F) room temperature]	
First Copy Time	Mirror Scan Mode : A4L (6.5 Sec.); Legal (7.1 Sec.); Letter (6.4 Sec.) SDH Mode : A4L (7.0 Sec.); Legal (7.6 Sec.); Letter (6.9 Sec.)	
Continuous Copy Speed	Mirror Scan Mode : Legal (13 Sheets/Min.); Letter (13 Sheets/Min.); Invoice (13 Sheets/Min.); A4L (13 Sheets/Min.); A5L (13 Sheets/Min.) SDH Mode : Legal (12 Sheets/Min.); Letter (13 Sheets/Min.); Invoice (13 Sheets/Min.); A4L (13 Sheets/Min.); A5L (13 Sheets/Min.)	
Zoom Ratios	Normal 1:1 ± 0.5%	
Continuous Copies	Up to 99 Sheets (Countdown Type)	
Exposure Control	Automatic and Manual Available	
Power Supply	115, 120, 127V 60 hz 220, 230, 240V 50/60 hz	
Power Consumption	1.2 KW (Max.)	
Dimensions	(EP1030) Width : 559 mm (22 inches) Depth : 451 mm (17-3/4 inches) Height : 303 mm (12 inches)	(EP1030F) Width : 559 mm (22 inches) Depth : 451 mm (17-3/4 inches) Height : 357 mm (14 inches)
Weight	22 kg (48-1/2 lbs)	25 kg (55 lbs)
Semi-automatic Document Handler (SDH)		
Types of Originals	Plain Paper : 50 to 110 g/ m² (13 to 29 lbs)	
Size of Original	Standard Sizes : A5L to A4L (Invoice to Legal) Non-Standard Size : Width: 139.7 to 216 mm (5-1/2 inches to 8-1/2 inches) Length: 210 to 356 mm (8-1/4 inches to 14 inches)	
Capacity for Originals	Document Feed Tray: 50 Sheets A4 80 g/m² or less; Letter 21 lbs or less 30 Sheets A4 80 g/m² or more; Letter 21 lbs or more Document Exit Tray : 50 Sheets A4 80 g/m² or less; Letter 21 lbs or less	

2. Daily Maintenance

Cleaning: Before cleaning, always make sure the Main Switch for the copier has been turned off.

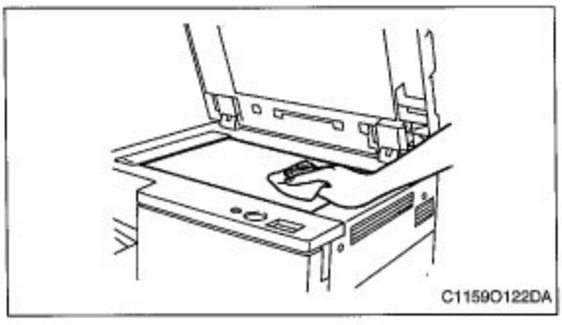
Outer Cover

Use a soft cloth dampened with a mild household detergent to clean the outer cover of the copier.



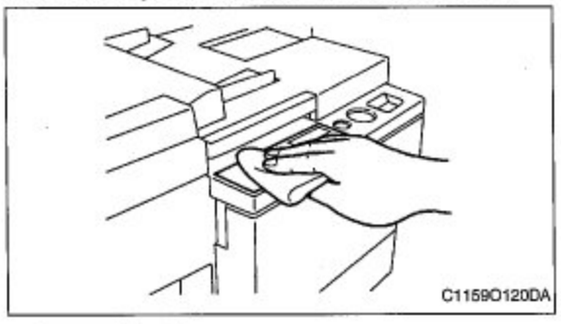
Original Glass

Use a soft dry cloth to clean the original glass.



Control Panel

Use a soft dry cloth to clean the Control Panel.

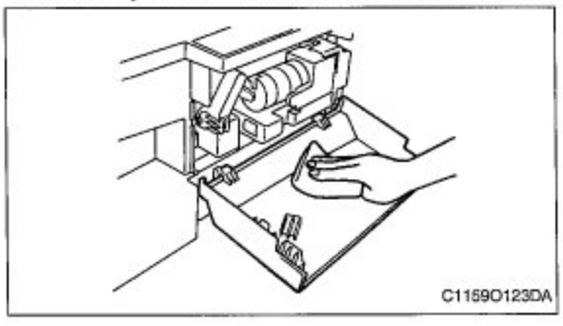


NOTE

Do not use any type of cleaner (mild household detergent, glass cleaner, etc.) when cleaning the Control Panel. These cleaners can damage the control keys.

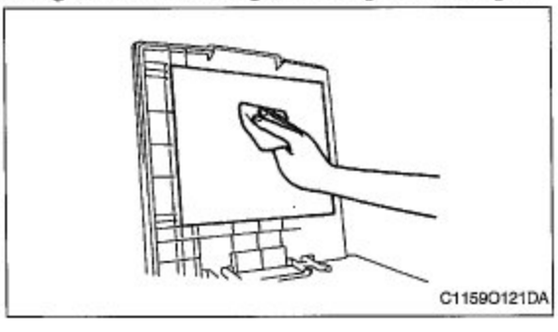
Inside of Front Door

Use a soft dry cloth to clean the inside of the front door.



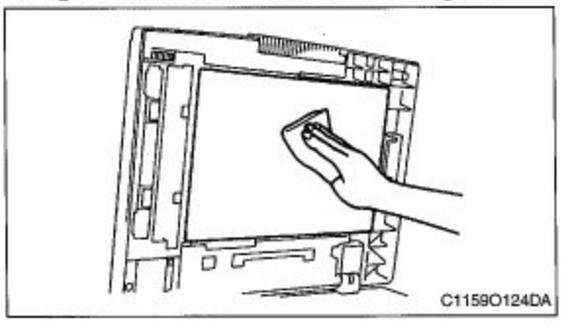
Original Cover Pad

Use a soft cloth dampened with a mild household detergent to clean the original cover pad of the copier.



SDH Pad

Use a soft cloth dampened with a mild household detergent to clean the SDH Pad of the copier.



3. Paper Size

Type	Size	
	Metric (mm)	Inch
A4	210 × 297	8-1/2" × 11-3/4"
B5	182 × 257	7-1/4" × 10"
A5	148 × 210	5-3/4" × 8-1/4"
B6	128 × 182	5" × 7-1/4"
A6	105 × 148	4-1/4" × 5-3/4"
Post Card	100 × 148	4" × 5-3/4"

Type		Size	
		Inch	Metric (mm)
Legal		8-1/2" × 14"	216 × 356
Foolscap	Government Legal	8-1/2" × 13"	216 × 330
Foolscap		8" × 13"	203 × 330
Foolscap	Folio	8-1/4" × 13"	210 × 330
8-1/4" × 11-3/4"		8-1/4" × 11-3/4"	210 × 301
Letter		8-1/2" × 11"	216 × 279
Government Letter		8" × 10-1/2"	203 × 267
Quarto		8" × 10"	203 × 254
Statement	Invoice	5-1/2" × 8-1/2"	140 × 216

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Chapter 1

Safety Notes

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